

**STOCKTON SIXTH FORM COLLEGE
FURTHER EDUCATION CORPORATION**

Minutes of a meeting of the Corporation held at the College on 6th July 2009

MEMBERS PRESENT

Mr Mark Barrett, Mr Paul Beach, Mr David Butler, Mr John Carson,
Mr Martin Clinton, Mrs Ann Gill, Ms Catherine Hyde Wesson, Mr Ed Kirkham,
Mr Geoff Lee, Mr Mike Lee, Mr John Monkhouse, Mr Alan Nesbitt,
Mr David Paxton, Mr Charles Porter, Dr Peter Price, Dr Toks Sangowawa,
Mrs Sue Symington, Mr Tehleel Wahid.

Number of members present – 18 - the meeting was quorate throughout.

ACTION

ALSO PRESENT Mr Peter Fleck, Mrs Sue Knox,

BUSINESS ITEMS

103.0 ACADEMIC PRESENTATION – the meeting began with a presentation by Gary Widdowfield, head of subject for Media Studies and Philosophy at the College. Following questions, Mr Widdowfield was thanked for his presentation.

103.1 APOLOGIES FOR ABSENCE

Mr Paul Robson, Mrs Judith Robson

103.2 DECLARATIONS OF INTEREST

Members were invited to declare any interests relevant to the business on the agenda. It was noted that declarations might be made at any point during the meeting if the relevance of an interest became apparent. No declarations were made.

103.3 MINUTES OF PREVIOUS MEETINGS

The minutes of the previous meeting were approved and duly signed by the Chair.

103.4 MATTERS ARISING

103.4.1 Technician support for ICT (102.1)

The Principal advised that the provision of support for the ICT department had been discussed in depth by the SMT, which had concluded that the current arrangements whereby IT technicians operated as a central resource and allocated according to priority remained the most effective and fair way to provide support across the College. It had further decided that the level of resource should be increased by the employment of a technician apprentice.

103.4.2 Health and Safety Responsibilities (102.10)

The College's health and safety arrangements were reviewed in the context of Governors' responsibilities and the Corporate Manslaughter and Corporate Homicide Act 2007. It was agreed unanimously that the existing arrangements were adequate.

103.4.3 Newcastle Medical School Partner Scheme (102.11.1)

The Principal advised that the College was not a member of the scheme, but would be joining it in the near future. Ms Hyde Wesson was thanked for bringing this opportunity to the attention of the management.

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103.5 STOCKTON ACADEMIES

The Principal explained the status of the applications for the Stockton North and Stockton South academies and outlined the process and the timescale for progressing them. He advised that there would be some post-16 provision in the academies, but that he was confident of being able to manage this without detriment to the College. He also advised that he envisaged limited need for direct involvement by College governors in the operation of the academies.

It was noted that the governing bodies of local schools were still far from agreement with the local authority over its proposals for education in the borough, but that the foundation of the academies was almost certain although any associated building work might well be delayed or abandoned.

103.6 MINUTES OF COMMITTEE MEETINGS

The minutes of the following meetings were noted:

103.6.1 Property Committee

103.6.1.1 Meeting – 22nd May 2009

103.6.1.2 Meeting – 12th June 2009

The LSC's decision not to include this College's project amongst the thirteen to progress from its 2009-10 capital allocation was noted. It was agreed that, in the absence of any new information, the College should plan on the basis of occupying the existing buildings for the foreseeable future.

The Director of Finance advised that the LSC had collected data on costs incurred and a decision on the extent to which these would be reimbursed was expected, although no timetable had been issued. The Principal advised that threats of legal action had to recover costs had been made by other colleges and that the progress of these threats would be closely observed.

103.6.2 Policy, Standards and Governance Committee – 1st June 2009

103.6.2.1 3-year Strategic Development Plan – the Principal explained that more detail would be provided in additional appendices after the summer. Amendments to the paragraphs "The College's contribution to meeting local and national priorities" and "Quality Improvements – Success Rates" were proposed and agreed. The draft plan was approved.

MTC

103.6.2.2 Mission, Aims and Values - the statement contained in Appendix to the Strategic Development Plan was approved.

103.6.2.3 Rules With Respect to the Conduct of Students – following a brief summary by Mrs Knox of the disciplinary process and the extent of its use, the existing rules were confirmed by unanimous agreement.

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103.6 MINUTES OF COMMITTEE MEETINGS (cont'd)

103.6.3 Audit Committee – 17th June 2009

Ms Hirst's welcome as a co-opted member of the Committee was noted.

103.6.3.1 Internal Audit Report – the report was noted.

103.6.3.2 Risk Management and Disaster Recovery Plan – the Principal outlined the risk review process and advised that close attention had been paid to arrangements for dealing with a swine 'flu outbreak. The Principal highlighted the quality of the service provided by the Site Manager, Albert Shortt.

The draft plan was approved by unanimous agreement.

103.6.4 Search Committee – 17th June 2009

103.6.4.1 Resignations and Appointments

The Committee's recommendations with regard to appointments in October 2009 were noted.

103.6.5 Finance Resources and Employment Committee – 22nd June 2009

103.6.5.1 Annual Budget for 2009-10 and 3-year Financial Forecast – the Director of Finance advised of possible major building improvement works which were not included in the budgets at this stage. Mrs Knox explained the rationale for employing additional learning mentors. The proposed budgets and forecast were approved by unanimous agreement.

103.6.5.1.1 Policy Reviews – Health and Safety Policy

Having been reviewed by the Committee, the Health and Safety Policy was endorsed by unanimous agreement.

103.7 PRINCIPAL'S REPORT, SUMMER TERM 2009

The Principal presented his report, which was examined and discussed. Mrs Knox explained the difficulties in obtaining destination information for some early leavers.

Some broad detail of the applicants included as "others" in the applications summary was given. The reduced number of applications from the Billingham area was discussed and some explanations were offered.

103.8 FEE REMISSION CRITERIA

Proposed criteria for 2009-10 were approved by unanimous agreement.

103.9 STUDENT SUPPORT ARRANGEMENTS

Proposed arrangements were approved by unanimous agreement. Members were invited to offer suggestions as to how the Discretionary Learner Support allocation might better be used for the benefit of our students.

All

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103.10 APPOINTMENT OF CHAIR AND VICE-CHAIR

In accordance with the Instrument of Government, nominations were invited for members to hold the post of Chair and Vice-Chair following termination of the current holders' terms of office (the Clerk chairing the meeting temporarily while the post of Chair was being considered).

It was agreed unanimously that Mr Paxton and Mr Kirkham be appointed to the offices of Chair and Vice Chair respectively from Corporation's first regular meeting after August 2009 until the first regular meeting after August 2010.

103.11 GOVERNOR TRAINING

Mr Porter provided feedback on the North East Colleges governor training workshop "*Maximising the contribution of Governance to College Leadership*". It was noted that the event had been valuable and that the Corporation appeared to comply with most of the good practice identified.

There were no other training opportunities to report.

103.12 OTHER BUSINESS

103.13 ITEMS FOR EXCLUSION - none.

103.14 SCHEDULE OF FUTURE MEETINGS

A proposed schedule of meetings was approved.

The next full meeting of the Corporation will be at 5.30 pm on Monday 12th October 2009.

Chair

date