

**MINUTES OF A MEETING OF THE CORPORATION HELD ON
 WEDNESDAY 26 MARCH 2008
 IN ROOM F12 AT THE ISLE OF WIGHT COLLEGE**

Present:	Dr Bob Smith	Chairman
	Mr Peter Conway	
	Ms Sarah Dry	Student Governor
	Ms Ruth Grimmer	
	Ms Tina Harris	
	Mr Rodney Ireland	
	Mrs Debbie Lavin	Principal
	Miss Heather Pullen	Teaching Staff Governor
	Mr Paul Roberts	Support Staff Governor
	Mr Peter Shaw	
	Dr David Wake	
In Attendance:	Miss Carol Bliss	Interim Finance Director
	Mr Brian Bowker	Clerk to the Corporation
	Ms Lynne Christopher	Assistant Principal – Strategic Planning
	Mr Nigel Mason	Director of Client Services
	Mr Peter Thompson	Assistant Principal – Resources
	Mr Roland White	Assistant Principal – Curriculum
	Miss Fidelma Washington	Acting Director of Workforce Skills and Offender Learning
Apologies:	Dr Nick England	(work)
	Mr John Pulsford	(family)

The Chairman welcomed everyone to the meeting.

42/08 DECLARATIONS OF INTEREST

Dr Bob Smith declared an interest in the Island Education Reforms as a director of the Prospects Services Group and Peter Shaw as Head of Downside Middle School.

43/08 MINUTES OF THE MEETING HELD ON 27 FEBRUARY 2008

Members received the Non-Confidential and Confidential Minutes of the meeting held on the 27 February 2008.

The Chair of Corporation informed Members that following a Search & Governance Committee meeting a recommendation had been made to publish all Corporation non-confidential Committee Minutes on the internet. This will ensure compliance with the new Instrument and Articles of Government. The Chair stressed the need for even greater diligence in ensuring clarity and accuracy of Minutes and requested that minor amendments be made to Minute 19/08. 26/08; and 36/08 of the non-confidential February minutes. Committee minutes should also be published on the internet.

Subject to the above amendments the Corporation APPROVED the minutes of the meeting on the 27 February 2008.

ACTION

44/08 MATTERS ARISING FROM THE MINUTES OF 27 FEBRUARY 2008

It was noted that all matters arising had been addressed, were on the agenda, or were scheduled for future action. It was noted that the SARQ would be considered at the April 2008 Corporation Meeting.

45/08 COMMITTEE MINUTES

CAPITAL PROJECT COMMITTEE

The Chair stated that Capital Project items would be addressed under agenda item 4f

The Corporation noted the Capital Project Committee Minutes

46/08 CHAIR'S BUSINESS

The Chair drew Members attention to Agenda item 9, Principal's Appraisal, and stated that this would be dealt with as a Staff/Student Confidential item at the end of the meeting.

The Chair informed Members that the College had been represented at an LSC Health & Safety Workshop and called upon Peter Conway to provide a verbal report. Mr Conway indicated that the workshop had been initiated by the recent "Corporate Manslaughter Act" and had been an extremely worthwhile event. He stated that he will liaise directly with the Principal and Assistant Principal – Resources to provide specific feedback.

PC

47/08 MACHINERY OF GOVERNMENT: RAISING EXPECTATIONS; ENABLING THE SYSTEM TO DELIVER

Members considered a report which had been provided to give Members the relevant background information on the DCSF/DIUS proposals for new arrangements for planning and funding 16-18 year-olds' education. In summary the plans will mean the dissolution of the Learning and Skills Council by 2010 and, for Post 16 Education and Training, the creation of a streamlined Skills Funding Agency (SFA), to route post 19 funding to FE Colleges and other providers to meet the demands of employers and learners. Pre 19 the LSC's functions and duties will pass to local authorities for the planning and funding, with a small 14-19 National Body retained to prevent unnecessary duplication and ensure quality.

The Principal stated that although the local authority will have commissioning responsibility for pre 19 education the College will not be under local authority control and will still retain a freestanding corporate body. She also reminded Members that from August 2008 the funding arrangements will radically change to Adult responsive or Employer responsive this could have a significant impact on the College. Considerable work is needed to ensure that support functions have the necessary procedures and processes in place to manage the changes in funding and audit. She stated that the College was very well positioned in the 14-19 Agenda.

Discussion took place about whether the new arrangements would result in the College being part of a larger purchasing consortium, and possibly being disadvantaged, or whether competitive criteria would be restricted to the Island. The Principal stated that the RDA's, LSC and SEEDA already operate on a regional framework however, she did not currently envisage any significant negative impact with the proposed new arrangements. It is important to observe the work of the Department for Work and Pensions (DWP) alongside any other government organisations.

The need for rapid action on the part of the local authority to establish administrative arrangements to cope with the DCSF/DIUS proposals was noted, as was the need to monitor any moves towards an increased regional structure.

The need to maintain quality was stressed by the Principal. She stated that the significant changes on the island needed to be approached in a co-operative and positive manner.

The Chair informed Members that the provisional meeting 21 May Strategic Planning Half Day would now take place to consider these matters more carefully.

Clerk

The Corporation CONSIDERED the Report.

48/08 ISLAND EDUCATION REFORMS

Confidential Minute

49/08 PROGRESS ON 6th FORM DEVELOPMENT

Confidential Minute

50/08 ECO-ISLAND STRATEGY

The Principal provided Members with a positive report on the new Eco-Island Strategy 2008 – 2020 and stated that the College is actively represented on all key groups and can make a positive contribution.

The Chair asked if Members could be provided with copies of the final Eco-Island Strategy publication. He also requested that interim reports on progress should be provided for Corporation and that the strategy should be considered during the College strategic planning events.

Clerk

The Corporation CONSIDERED the Report.

51/08 REVIEW OF GENDER EQUALITY SCHEME

Members were asked by the Director of Client Services to note the annual review of the College's Gender Equality Scheme action plan as part of their obligation as a public body. The Chair asked for clarification on two items relating to off campus activity (IWIGTS, Platform One etc) and the role of the IoW Council in reviewing the scheme. He then asked the Director of Client Services to summarise the College's position. Members were informed that the College had a genuine commitment to this area of work and highlighted the key achievements in the Annual Report. The Chair thanked the Director of Client Services and his team for a high quality report.

The Corporation NOTED the Report.

52/08 CAPITAL PROJECT (FINANCE)

Confidential Minute

53/08 PRINCIPAL'S REPORT

Members were reminded of their invitation to the COOL Spot Beacon Awards ceremony.

The Assistant Principal – Strategic Planning updated Members on the College's role in the Framework for Excellence pilot and the Principal highlighted the value to the College of participating in the pilot.

The Corporation NOTED the Report.

54/08 MONTHLY FINANCE REPORT

The Principal introduced the report and stated that debtors and the budget planning process were current high priority areas. She also informed Members that new finance staff have now been appointed and the majority are in place. Members were also informed that spending against the exceptional funds allocation was on schedule.

CB

The Interim Director of Finance informed Members that up to the present time the impact of the new build in terms of expenditure was £150k but following a detailed costing exercise the financial impact is much clearer. A decision has therefore been made to recommend two sets of accounts be produced, one including new build details and one without the details. The Principal suggested that the Corporation should decide on the format following consideration of the two sets of accounts at the May 2008 Corporation Meeting.

The Interim Director of Finance drew attention to the ratios and the positive progress being made. The current budget surplus projection is £554k against a budgeted £410k.

She stated that Train to Gain remains an issue in terms of student starts and targeted achievement. However, an internal budget review is taking place to identify potential savings. The Principal stated that government changes have had a negative impact on recruitment to Train to Gain and this is reflected nationally. However, work based learning remains an important area of activity for the College.

Peter Shaw left the meeting at this point.

The Corporation CONSIDERED the Report.

55/08 QUARTERLY IWIGTS REPORT

Members considered a progress report on IWIGTS activity to the end of February 2008. They were reminded that as IWIGTS is now a wholly owned subsidiary of the College, it is required to monitor the performance of the IWIGTS LSC contract and progress made towards re-inspection of the provision.

The Acting Director of Workforce Skills and Offender Learning took Members through the headlines section of the report. She stressed that IWIGTS is continuing to make good progress towards re-inspection and that the priorities include closer tracking and monitoring of learners, stringent budget management, constant review of performance data, professional development and support for staff and rigorous implementation of the quality cycle.

The Chair thanked the Acting Director of Workforce Skills and Offender Learning for the report and stated that it was critical to progress towards obtaining a positive inspection and then review future options at that stage.

The Corporation CONSIDERED the Report.

56/08 OFFENDER LEARNING AND SKILLS SERVICE (OLASS) PROGRESS REPORT

Members considered a progress report on the Offender Learning and Skills Service (OLASS) contract to the end of January 2008. The Acting Director of Workforce Skills and Offender Learning provided a generally positive report on progress in this area of activity. She stated that the key priority was to ensure that the contracted hours delivered are increased despite staff sickness. She also said that each Prison establishment continues to be innovative in its approach, both in relation to the curriculum offered and providing enrichment opportunities to learners. It was also noted that a new set of contracts will be drawn up and that the College will have to re-bid for the work in October 2008.

The Principal thanked the Acting Director of Workforce Skills and Offender Learning for the outstanding work that she is doing in this area of activity.

The Corporation CONSIDERED the Report.

57/08 PLATFORM ONE PROVISION REPORT

Members considered a report informing them of the progress on the franchising arrangements between the College and Platform One. The Assistant Principal – Strategic Planning took Members through the report and stressed that the College has a very successful franchise with Platform One that is regularly monitored and reviewed. She drew attention to the self assessment judgement of a Grade I (outstanding) and highlighted the evidence to support that judgement.

Members noted the rigour with which the quality of provision is monitored, the outstanding progress, and congratulated Platform One on the continuing high standards of its provision and the success of the learners.

58/08 DELAMITE PROGRESS REPORT

It was noted that there was no further progress to report on at this stage.

59/08 GOVERNOR LINKS

It was agreed that this item would be deferred until the April 2008 meeting.

60/08 CLERK'S REPORT

Members considered the Clerk's report and noted his attendance at the 2008 Annual Governance Conference.

Remaining Corporation dates for the 2007/2008 academic year were considered and it was agreed that these dates should be retained but a Corporation meeting would be held in early September and to include input to the Governance SAR.

Clerk

Members NOTED the Report.

61/08 COLLEGE AND GOVERNOR EVENTS

The Corporation NOTED the Report.

62/08 ANY OTHER NON CONFIDENTIAL BUSINESS

Members considered a Student Discipline: Appeals Procedure: Exclusion.

The Corporation APPROVED the above procedure.

63/08 PRINCIPAL'S APPRAISAL

Staff/Student Confidential Minute

64/08 DATE OF NEXT MEETING

Wednesday 23 April 2008 at 4.00 p.m.

Chairman: _____ Date: _____

**MISSION STATEMENT
Putting Students First
Working for Employers
Raising Community Aspiration**