

# BOSTON COLLEGE

## MINUTES OF THE MEETING OF THE BOSTON COLLEGE CORPORATION HELD ON WEDNESDAY 12 MAY 2010

---

### 1. PRESENT

Mr P Copley (Chair), Ms S Daley, Miss L Earthy, Mr M Gallagher, Mr D Hanson, Mr R Haynes, Mr T Huggins, Mrs L Ladds, Mr S McCracken, Mr A Reynolds, Mrs P Smith, Mr R Stanley, Mrs B Ward, Mr D White and Mrs H Wright.

Also in attendance: Mrs J Hemmant (Clerk to the Corporation), Mr K Tharby (Director of Human Resources), Mrs J Pederson (to item 3) and Mr A Panchal (RSM Tenon).

Apologies for absence were received from Mr C Baron, Mr A Lascelles and Mr A Pottle.

### 2. MEMBERSHIP

Members considered recommendation from the Search Committee that Bob Walder of Longhurst Housing should be appointed as a member of the Corporation. It was agreed that Mr Walder should be appointed for an initial 1-year period.

Members considered recommendations from the Search Committee in respect of the positions held by Robert Haynes, who would shortly be reaching the end of a 4-year term, and Roy Stanley, whose initial term would be ending in the near future. The members concerned withdrew from the meeting whilst their positions were considered. Members agreed with the Search Committee that Robert Haynes had made a substantial contribution to the work of the Corporation over the years and was also a valued member of the Finance and General Purposes and Remuneration Committees and the Property Steering Group. It was agreed that Mr Haynes should be appointed for a further 4-year period at the end of his existing term. Members also agreed that Roy Stanley had had a successful first year as a governor and agreed to extend his appointment to a full 4-year term.

Committee membership was considered and the vacancy on the Audit Committee was noted. It was agreed that the membership of the Standards Committee should be increased by 1 to allow both student members to automatically become members of the committee.

### 3. EQUALITY AND DIVERSITY PRESENTATION

Members received a presentation from Josie Pedersen, Equality and Diversity Manager on Equality and Diversity. The presentation looked at the implications of the 2010 Equality Act and an invitation was issued for a volunteer for the Equality and Diversity Group. It was agreed that Laura Earthy should join this group. Members noted that addressing Equality and Diversity issues necessitated considering which areas should be prioritised and which were still subject to the issue of further regulations. Members of the Corporation were invited to join the

challenge training which was taking place in the College and Pam Smith and Steve McCracken offered to take part in this.

At the end of the presentation Josie Pedersen left the meeting.

#### **4. MINUTES**

a) Meeting of the Corporation 24 February 2010

The minutes of the meeting of the Corporation held on 24 February 2010 having been circulated were agreed and signed as a correct record. It was noted that the NatWest facility letter was still not completed ready for signature.

b) Meeting of the Finance & General Purposes Committee 21 April 2010

The minutes of the meeting of the Finance & General Purposes Committee held on 21 April 2010 were received. Members noted in particular the position regarding the local government pension scheme and the possibility of reviewing the assumptions being made in valuations of the College's share of the scheme assets. Members expressed concern about the pension liability but noted that there were likely to be developments in how this pension scheme was managed in the future.

c) Meeting of the Standards Committee 21 April 2010

The minutes of the meeting of the Standards Committee held on 21 April 2010 were received.

d) Meeting of the Search Committee 21 April 2010

The minutes of the meeting of the Search Committee held on 21 April 2010 were received.

#### **5. PRINCIPAL'S REPORT**

Members received a report from the Principal on College activities since the last meeting. The contents of the report were discussed and in particular the B:Fruity initiative in Skegness was highlighted.

#### **6. STRATEGY REPORT**

Members received a report from the Principal on a number of strategic issues.

It was noted that the implications of government change were not yet fully understood but information was nevertheless provided on the political context and finances in the sector as well as the College's strategic aims. Members noted that the College had a small increase in its budget for 2010-11 but would have to earn the allocated funds to receive them and that it was anticipated the financial position would be worse in the following year. Members reviewed the College's broad strategic aims and agreed that these were appropriate for the College. It was

agreed that an additional item should be included about keeping in line with national issues as well as expanding money making opportunities for the College.

**7. GOVERNANCE**

Members received a report from the Clerk to the Corporation proposing the dates of Corporation meetings for 2010-11 and these were approved.

**8. MARCH 2010 DEVELOPMENT SESSION**

Members reviewed the development session which had taken place in March 2010 and agreed that they had found the presentation by Steve Besley very useful in providing information on the context within which the College was operating. It was felt that the development activities had had a good mix of content and it was agreed that the slides on Safeguarding should be sent to members of the Corporation who had missed the event. Governors were advised that they would be able to attend Safeguarding sessions in the Summer Staff Development period instead if they wished. It was agreed that next year's development session should take a similar format and that Steve Besley should be asked to attend annually.

**9. FINANCE**

Members received reports from the Chairman of the Finance & General Purposes Committee and the Director of Corporate Services on College finances.

It was reported from the Finance & General Purposes Committee that an investigation into Train to Gain was in progress and that the outcomes would be reported back to the Finance & General Purposes Committee and Audit Committee before being passed to the Corporation.

It was noted that the budget preparations for 2010-11 were being held up by the election and change of government and that this would create a challenge for the College.

Members were advised that the College's Risk Management process has continued to operate satisfactorily.

**10. EQUALITY AND DIVERSITY**

Members received a report from the Principal on Equality and Diversity which followed on from the presentation at the start of the meeting. Members noted that data collection in respect of Equality and Diversity was quite challenging particularly where there were questions which respondents may choose not to answer.

**11. QUALIFICATION SUCCESS RATES**

Members received a report from the Director of Curriculum and Standards on Qualification Success Rates to 2008-09. This information had been passed to the Corporation at the request of the Standards Committee and it was noted that the

overall success rate in 2008-09 was 79% up from 78% in 2007-08 excluding Key Skills.

**12. PROPERTY**

Members received a verbal report from the Director of Corporate Services on the College's property position which was that off-site venues for potential development have proved to be unsuitable and that further investigations were taking place into ways of developing the Rochford campus to achieve the Corporation's aims of developing space without compromising the quality of the site. The College would be taking advice on its options and in due course re-convene the Steering Group to look at the possibilities. Members were also advised that the College was talking to potential neighbours of the site to see if there was any possibility of working in collaboration with them.

**13. MATRIX ACCREDITATION**

Members were advised by the Principal that the College had been successful in achieving Matrix Accreditation and was the only College in the country holding accreditation for all types of Information Advice and Guidance. The final report was not yet available for circulation. A discussion took place about the possibility of applying for Investors in People Gold Award. Also considered, following comments in the Matrix review, were ways in which the College might deal with praise as opposed to complaints.

**14. DEPUTY PRINCIPAL**

Members were advised that following a recruitment and selection process John Rees was to be appointed as Deputy Principal of the College from 1 August 2010, initially on a 6 month probationary period.

**15. TENON BENCHMARKING REPORT**

The Principal advised members that Tenon had produced a benchmarking report which showed that the College was performing well against the sector with its 2008-09 outturn being a surplus of 7.6% compared with the national average of 0.4% deficit and its pay costs being 58.6% as opposed to the national average of 65.4%.

**16. NEXT MEETING**

It was noted that the next meeting of the Corporation had to be postponed due to other commitments of College manager's which could not be moved. It was agreed that the meeting should take place on Tuesday 20 July.