

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE CORPORATION HELD ON TUESDAY 20 JULY 2010

1. PRESENT

Mr P Cropley (Chair), Mr C Baron, Ms S Daley, Mr M Gallagher, Mr D Hanson, Mr R Haynes, Mrs L Ladds, Mr S McCracken, Mrs B Ward Mr D White and Mrs H Wright

Also in attendance: Mrs J Hemmant (Clerk to the Corporation), and Mr J Rees (Director of Curriculum and Standards)

Apologies for absence were received from Miss L Earthy, Mr T Huggins, Mr A Lascelles, Mr A Reynolds, Mrs P Smith, Mr R Stanley and Mr R Walder.

2. MEMBERSHIP

The Clerk to the Corporation reported that Mr A Pottle had resigned as a member of the Corporation and that nominations were being sought for a replacement.

3. MINUTES

a) Meeting of the Corporation 12 May 2010

The Minutes of the meeting of the Corporation held on 12 May 2010 having been circulated were agreed and signed as a correct record.

It was noted that the Natwest Facility Letter was being finalised, ready for signature once a final query about security had been resolved.

b) Meeting of the Standards Committee 15 June 2010

The Minutes of the meeting of the Standards Committee held on 15 June 2010 were received.

c) Meeting of the Audit Committee 29 April 2010

The Minutes of the meeting of the Audit Committee held on 29 April 2010 were received.

4. PRINCIPAL'S REPORT

Members received a report from the Principal on activities and achievements within the College since the last meeting of the Corporation. Particular note was taken of the awards to staff and students which reflected considerable achievements during the year.

5. STRATEGY

Members received a report from the Principal on the context within which the College was operating and its impact on the College's direction. Members noted that the environment was changing constantly in significant ways, including that the Local Authority commissioning that had been planned for some time was not now going to proceed. There were positive signs about the reduction in the number of funding streams and it was anticipated that changing

national policy would continue to affect the way in which the College operated. A discussion took place about quality and inspection arrangements relating to the College sector.

6. CURRICULUM STRATEGY 2010-2011

Members received a report from the Director of Curriculum and Standards on the College's curriculum strategy for the coming academic year. It was noted that the curriculum plan had had to be revisited in the light of funding flexibilities which had recently been introduced.

Recruitment to full-time courses is going well and the college is working hard to meet demand for Apprenticeships. The Curriculum Strategy Group is noted to have had a key role to play in delivery of Adult contracts and the flexibilities which had been introduced were welcomed by the College. Employability remained a focus and priority for learners.

Members noted that the anticipated growth in 16-18 learner numbers was expected to be achievable in a cost-effective manner through delivery to larger groups as well as some increase in courses offered.

7. PROPERTY

Members received a report from the Director of Corporate Services on an opportunity which had arisen to apply to the Skills Funding Agency for grant funding towards the cost of property developments.

Details of the grants available and the options which the college had identified were provided and it was noted that the Property Steering Group had met to consider this matter. Particular note was taken of the opportunity which had arisen to take over the Peter Paine Centre on a 99 year lease at peppercorn rent which members agreed should be accepted.

Having considered the options, members agreed that an application should be submitted for the maximum grant funding available, £1 million, for the purposes of:

- a) Upgrading the heating, electrical supplies and defective roof on the Rochford site, using the basic renewal grant to fund this
- b) Creating a new teaching block on the Rochford site
- c) Refurbishment works at the Peter Paine Centre

Members agreed that if this grant application was successful and these works implemented the college should close the De Montfort campus and dispose of it as soon as possible.

Members agreed to match the grant funding on a 2:1 ratio if the bid was successful using cash balances but reserving the right to increase borrowings if this should become necessary at a later date to maintain liquidity at levels identified in the College's financial objectives.

8. FINANCE

Members received a report from the Director of Corporate Services on the proposed budget for 2010-2011 and the Financial Plan to be submitted to the Skills Funding Agency. The background to the Financial Plan was explained and members agreed to approve the Financial Plan and commentary including the Financial Health Grade of 'Good' and to approve the 2010-2011 figures as the College's base annual budget for that year.

9. 2010-2011 NATIONAL PAY NEGOTIATIONS

Members received a confidential report from the Director of Human Resources on pay negotiations for 2010-2011. This included details of the context within which the college is operating and information on what other colleges were known to be proposing. Members agreed that any decision on Boston College's pay award should be deferred until more information was available.

10. LEARNER INVOLVEMENT

Members received a report from the Director of Business Development on Learner Involvement activity and outcomes for 2009-2010 and the proposals for developing Learner Involvement in 2010-2011.

11. EXTERNAL FUNDING ACTIVITIES

Members received a report from the Director of Business Development on activities undertaken by the external funding team. Members requested that future reports on these activities should include details of income and expenditure.

12. SAFEGUARDING

Members received a report from the Director of Curriculum and Standards on Safeguarding and how it was managed within the college. Members expressed interest in receiving data on Safeguarding referrals annually so that trends could be identified.

13. APPOINTMENT OF CHAIRMAN 2010-2011

Having been duly nominated and seconded, Mr P Cropley was elected unopposed as Chairman for the 2010-2011 academic year.

14. APPOINTMENT OF VICE CHAIRMAN 2010-2011

Having been duly nominated and seconded, Mr S McCracken was elected unopposed as Vice Chairman for the 2010-2011 academic year.

15. TRAIN TO GAIN

Members received a copy of a report which had been submitted to the Audit Committee on issues relating to Train to Gain and it was noted that a final reconciliation of Train to Gain performance would take place at the year end. Changes were taking place to ensure that central college systems were managing future income and expenditure for Train to Gain and it was noted that in future, more of this activity was likely to be provided through direct delivery.

Members requested that discussions take place with the college's auditors about their review processes for this area of activity.

16. DATE OF NEXT MEETING

It was noted that the next meeting of the Corporation will take place on the 13 October 2010.