

PUBLIC MINUTES



**Minutes of a meeting of the Corporation of Yeovil College
Held on Wednesday 15 July 2015 at 4.30pm
Venue: Kingston Boardroom, SMT Suite, Yeovil College**

Members: Sam Best*; Lee Brooks [Staff]*; Jacquie Dean [Chair]*; Derek Esp; John Evans [Principal]; Charlotte Galway [Student]; Dave Gladding*; Derrick Goddard [Staff]; Linda Jones*; Debbie Matthewson*; Jagtar Ner; Scott Roy*; Richard Smith*; Tim Sweeney [Vice Chair]; Paul Taylor; Peter Thomas*.

In attendance Lily Garth [Clerk]*;

**** Indicates presence at this meeting. The meeting was quorate throughout***

- 1. CHAIR'S INTRODUCTION, APOLOGIES AND DECLARATIONS OF INTEREST**

Apologies: Derek Esp, John Evans, Charlotte Galway, Derrick Goddard, Jagtar Ner, Tim Sweeney and Paul Taylor.

There were no new Declarations of Interest in today's business. Debbie Matthewson has a standing declaration of interest in the potential Career College.
- 2. MINUTES OF THE CORPORATION MEETING HELD ON: 16 June 2015**

The Corporation **approved** all of minutes of the 16 June 2015 meeting as a correct record and **approved** the public minutes for website publication. The minutes were signed by the Chair.
- 3. MATTERS ARISING**

The action and query sheet was reviewed and **noted**.
- 4. GOVERNANCE CODE**

The Corporation **APPROVED** adoption of the new Code of Good Governance for English FE Colleges from 01 August 2015 on the understanding recognised on page 3 of the Code that "Boards are free to achieve the expectations of the 'must' and the 'should' statements in whatever manner they see fit." This would be reflected in the governance and reporting arrangements.

Discussion of the Code naturally overlapped with the Governance Session (Item 5 below) and the strategic and financial matters from the June Corporation Day. Members

particularly considered:

- whether there was anything (new or long-established) in this Code which if it had been applied would have changed historic events, monitoring or decisions
- previous challenge and resultant assurance
- previous initiatives, proposals and evidence
- the impact of the lessons learned on Corporation Members development
- timeliness of Corporation actions and responses.

5. GOVERNANCE SESSION

Overlapping with Item 4 above, the Corporation discussed and **noted** governance matters in relation to the College context (historic, current and anticipated), including:

- Corporation duties, self-assessment of its performance of those duties and improvement
- Collective experience(s)
- Student experience and the quality of teaching and learning and assessment
- planning for the finance-focussed Corporation meeting on 24 July
- sector developments – including the change of government and the number of short-notice or no-notice national funding and policy changes in-year
- FE Commissioner letters to the sector and accompanying reports
- innovation and prudence
- financial factors and regulatory requirements
- autonomy and responsibility.

6. STAFF MATTERS *Staff and Student Members and attendees [other than the Clerk] withdrew for this item.*

The Corporation discussed a number of staff matters (historic, current and potential) and reflected on its own performance, responsibilities and appropriate level of College resource and Members' involvement in respect of these matters.

7. ANY OTHER BUSINESS

There was no additional formal business. However, Members **noted** the usefulness of this type of Corporation meeting from time to time – with the mixture of formal aspects (the A&Q sheet, the adoption of the Code) along with scope for in-depth and reflective discussions which were valuable contributors to Members' collective development and to the maintenance and improvement of College governance.

The meeting closed at 5.45pm
APPROVED 15 OCTOBER 2015