

Minutes of: CORPORATION  
 Date: 28<sup>th</sup> June 2018  
 Time: 5:00pm  
 Place: Board Room (L3.13)



Present: Mr S Brand  
 Mr P Cook (Principal)  
 Ms J Forbes (Vice Chair)  
 Mr R Jones  
 Mr C Klapatyj  
 Mr A Sharma  
 Mr C Todd (via Skype)

In attendance: Ms J Ferguson (Vice Principal, Safeguarding and Pastoral Care)  
 Ms R Herbert (Vice Principal, Quality and Curriculum)  
 Ms D Reynolds (Vice Principal, Finance and Resources)  
 Mrs Y Doherty (Clerk to the Corporation)

Mr A Hunt (Student)  
 Mr J Bull (Student)

#### 17/81 APOLOGIES

Apologies for absence were received from Mrs H Fox-Williams, Mr M Lynch, Mrs L Miervaldis and Mrs J Sims.

In the absence of the Chairman, the meeting was chaired by Ms J Forbes (Vice Chair).

The Vice Chair welcomed the two new student governors for the 2018/19 academic year, Alex Hunt and Joe Bull, to the meeting as observers.

#### 17/82 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 17/83 MINUTES FROM THE PREVIOUS MEETING

The minutes of the meeting (circulated, document June 18/1) held on 17<sup>th</sup> May 2018 were considered.

It was **RESOLVED THAT** the minutes of the meeting held on 17<sup>th</sup> May 2018 be approved.

#### 17/84 MATTERS ARISING

17/71 Matters Arising: 17/52.2 Governor Learning Walks

It was noted that it had not yet been possible to develop a briefing paper or confirm a date for the activity.

17/72.1 Principal's Report: Coventry University

It was confirmed that there was no update with regard to this development.

17/72.1 Principal's Report: Coventry Evening Telegraph

The positive article was acknowledged.

17/72.2 Key Performance Indicators: Data Dashboards  
Hereward Training: Inclusion of learner volume data in reports  
It was noted that this had not been included and it was suggested that this be included when the KPIs for 2018/19 were confirmed.

17/75.1 Quality and Standards Committee 10<sup>th</sup> May 2018  
It was reported that it had not been possible to produce the summary report of the meeting and that the last meeting of the academic year (June) had been cancelled.

17/76.2 West Midlands Pension Fund Legal Documentation  
It was confirmed that all the documentation had been signed as required.

An update on the position with regard to the refund of the additional funds that had been paid was requested.

It was reported the College had submitted a plan with regard to how the reimbursement would be actioned.

17/78.1 Governor Link Scheme  
An update was requested.  
It was confirmed that two link visits had been completed in the Summer term.

## 17/85 STANDING AGENDA ITEMS

### 85.1 Principal's Report

The Principal provided a report on internal and external developments that impact on the College (circulated, document June 18/2).

These included:

- *Strategic Plan*

This would be considered in detail later in the meeting, see minute 17/86.

- *Complex Learners*

Detail was provide on progress, including the development of working relationships with experienced, specialist staff who are regionally acknowledged as experts in the management of complex and challenging behaviour.

- *Employment Hub*

Detail was provided on recent events and planned future developments, including an update from the most recent meeting with Premier Inn.

- *Residential Provision*

Detail was provided on proposed developments and consultation with learners.

An update on the proposed Nurture Group was requested.

It was reported that five prospective learners had been identified; however, the funding position was very complex. The intention was to offer a three-day support package. There were three strong applications, but four needed to be achieved for it to be viable.

It was **RESOLVED THAT** the Principal's update report be noted and received.

## 85.2 Key Performance Indicators: Data Dashboard 2017/18

The Vice Principals reported on performance against the KPIs (circulated, document June 18/3).

The following points were raised:

- Improving Teaching, Learning and Assessment

*Retention rates*

Indicated a steady performance, all achieving target or above.

*Hereward Training*

This would be the last report on apprenticeships.

The position with regard to attendance was queried, with performance under target throughout the year (amber). It was questioned if this was an area of concern.

It was reported that the monitoring of the attendance levels had evidenced well-explained absences; it was, however, a concern that performance was below target.

- Making the most of College resources

Performance against the KPIs was consistent and in line with the detail provided in the management accounts reported later in the meeting (see minute 17/90.1).

Performance against the SFA allocation and voluntary staff turnover was highlighted.

It was queried whether it was known if there were any particular reasons for the increase in voluntary staff turnover.

It was reported that the numbers concerned were small.

It was noted that although this statistic was lower than last year, it was still above the previous two years and target.

It was confirmed that the level of voluntary staff turnover within the sector was approximately 17%.

- Delivering responsibilities in partnerships

*% of staff with current safeguarding training.*

This was slightly below 100%, but above target.

It was **RESOLVED THAT** the Data Dashboard 2017/18 update report be noted and received.

## 85.3 Quality Improvement Plan 2017/18

The Vice Principal Quality and Curriculum presented the Quality Improvement Plan (QuIP) 2017/18 (circulated, document June 18/4).

It was advised that updates were highlighted, with the following points being considered:

- Leadership and Management: Strategic Planning

Strategic Plan further shared.

- Deeply embed good practice in terms of Safeguarding and Prevent

Reduced reporting of specific instances of sexualised behaviour to zero. All learners state that they understand College expectations with regard to good safeguarding practices.

- Too few learners progress into paid employment

All learners for whom it was appropriate have engaged in work experience. 160 external placements had been delivered which was a significant increase on the previous academic year.

- Specific CPD on stretch and challenge

Permanent Teaching and Learning Coach positions had been advertised internally.

It was questioned if progress rates to positive destinations were good or if this was an identified area for improvement.

It was reported that the collection and validation of the intended destination data for leavers was currently in progress. A report would be presented to the Corporation in the autumn term, but destinations were considered to be good.

It was also confirmed that discussions with the Progress Coaches indicated that this was an area that it was considered had improved in recent years.

The position with regard to this QuIP at the start of the new academic was queried.

It was confirmed that all actions that were completed would be 'closed out', with anything that still required improvement anticipated to be identified in the Self-Assessment Report, which would then feed into the QuIP for 2018/19.

It was **RESOLVED THAT** the Quality Improvement Plan (QuIP) 2017/18 update report be noted and received.

#### **85.4 Student Numbers**

The Vice Principal Quality and Curriculum presented on a report on student numbers (circulated, document June 18/5).

It was confirmed that the report provided the data as known at the end of May 2018.

It was advised that there were 195 funded learners against the 277 places that had been offered.

It was **RESOLVED THAT** the Student Numbers update report be noted and received.

### **17/86 STRATEGY**

#### **Strategic Plan Update**

The Principal reported on the Strategic Plan Update (circulated, document June 18/6).

The report provided a further update to the draft presented in May 2018, and identified the actions considered as offering the greatest positive impact on the College.

The delivery plan had been updated to reflect the confirmed priority areas of work, including budget forecasts.

The budget forecasts anticipated a reduction in the numbers of more able learners whilst also growing provision in areas such as those learners with more complex needs and learners attracted from special school sixth forms to employment-related courses and supported internships.

The forecast budget indicated a deficit in 2018/19 followed by a surplus in 2019/20 and 2020/21. The 2018/19 budget position was based on the best information the College had on the 15<sup>th</sup> June 2018 and was subject to change.

The position would be reviewed and the revised position reported in September 2018.

The process going forward was queried.

It was confirmed that the budget for 2018/19 and financial plans were required to be submitted to the ESFA by 31<sup>st</sup> July 2018; however, as reported, due to the uncertainties at this point in the year a revised budget would be submitted in September.

It was commented that the inclusion of the position in relation to a future pay award was welcome, and the strength of feeling of the Chair and Vice Chair with regard to this emphasised.

The detail with regard to 'Step Down' care was noted (pre-16) and it was questioned if this would be possible.

It was acknowledged that the position was complicated and would require more detailed consideration.

It was stated that the residential learner numbers were disappointing. It was queried if any residential places had been refused.

It was reported that there had been a reduced number of applications, and that actions were planned for the coming weeks to consider a marketing strategy around this area of the provision

It was commented that previous discussions had suggested that there might be the need to determine when this provision would no longer be viable.

It was reported that it was considered that the College had the ability to offer a small, sustainable provision, and actions were in progress to deliver this.

It was noted that a key part of the strategy was the establishment of the Nurture Group, and indicated numbers were questioned.

It was confirmed that a cautious approach was being adopted so as to ensure that the quality of the provision was established, which as a result of the offer could be expanded. Positive discussions with LAs were in progress.

It was acknowledged that a significant amount of work had been completed to develop the revised plan, and that based on the need for assumptions (as detailed) the indicative position was the best that could be hoped for.

It was **RESOLVED THAT** Strategic Plan 2018 – 2020 be approved.

## **17/87 SAFEGUARDING AND PREVENT**

### **Safeguarding and Prevent Monthly Update Report**

The Vice Principal Safeguarding and Pastoral Care presented the Safeguarding and Prevent Monthly Report (circulated, document June 18/7).

The report included detail on

- MDT (Multi-Disciplinary Team)
- Prevent
- Section 175 Safeguarding Audit
- DSL briefing meetings for Coventry
- Early Help Hub
- CRASAC
- Serious Adults Review
- Safeguarding Data
- Internal safeguarding referral by category
- Staff and Governor training
- Parent Sessions

Detail in relation to Prevent and the Serious Adult Safeguarding review was highlighted.

It was **RESOLVED THAT** the Safeguarding Monthly Update Report be noted and received.

**17/88 QUALITY AND CURRICULUM****88.1 Internal Quality Review Summative Report 2017/18**

The Vice Principal Quality and Curriculum reported on the Internal Quality Review Summative Report 2017/18 (circulated, document June 18/8).

It was confirmed that the summative report covered all four Pathways and the Supported Internship provision.

The observation statics illustrated that the majority of teaching, learning and assessment was judged to be good or better.

The report provided detail on the use of the capability processes where it was necessary, and there was discussion of the issues and associated actions.

The process with regard to Supported Internships was questioned.

It was confirmed that the Interns were observed at College and in the workplace, with feedback sought from the employer.

It was reported that the employer feedback was positive.

It was commented that the report identified good strengths and areas for improvement, but it suggested that this needed to be balanced against the commentary, particularly with regard to teaching versus learner progress, especially in English and maths. It was suggested that consideration be given to imitating an Ofsted style of reporting.

It was **RESOLVED THAT** the Internal Quality Review Summative Report 2017/18 be noted and received.

**88.2 Quality Improvement Strategy and Cycle 2018**

The Vice Principal Quality and Curriculum reported on the Quality Improvement Strategy and Cycle 2018 (circulated, document June 18/9).

It was noted that the Quality Improvement Strategy maintained the format of previous years.

It was suggested that the detail in the document with regard to Equality and Diversity could be expanded to provide more specific detail.

The Quality Improvement Cycle supported the implementation of the Quality Improvement Strategy. It was reported that there was a proposed decrease in the number of Learning Walks scheduled for 2018/19, but that the Learning Walks by Governors would remain unchanged.

It was **RESOLVED THAT** the Quality Improvement Strategy 2018/19 and Quality Improvement Cycle 2018/19 be approved.

**88.3 Internal Quality Review Framework 2018/19**

The Vice Principal Quality and Curriculum reported on the Internal Quality Review (IQR) Framework 2018/19 (circulated, document June 18/10).

It was confirmed that the framework document provided more detail with regard to how the College aimed to monitor and improve the quality of provision and the processes that would be utilised.

The document and processes had been reviewed and revisions were highlighted. These included specific reference to Personal development, behaviour and welfare (PDBW) and Fundamental British Values (FBV).

It was queried if consideration had been given to a mock inspection as part of the processes.

It was reported that as the College had been subject to a lot of external scrutiny in the previous 18 months, including a quality review commissioned by the Corporation, it was not considered necessary for 2018/19 at this time.

It was **RESOLVED THAT** the Internal Quality Review Framework 2018/19 be approved.

#### **88.4 Teaching, Learning and Assessment Framework 2018/19**

The Vice Principal Quality and Curriculum reported on the Teaching, Learning and Assessment Framework 2018/19 (circulated, document June 18/11).

It was confirmed that this framework sat within the IQR framework.

The document and processes had been reviewed and revisions were highlighted.

The process of Peer Reviews was raised.

It was reported that these had taken place with the observation team visiting other specialist providers. This had been a useful experience and it was hoped that it could be replicated.

It was **RESOLVED THAT** Teaching, Learning and Assessment Framework 2018/19 be approved.

#### **88.5 Equality, Diversity and Inclusion Objectives 2017/18 and 2018/19**

The Vice Principal Quality and Curriculum reported on the Equality, Diversity and Inclusion Objectives 2017/18 and 2018/19 (circulated, document 18/12).

A progress update was provided and it was confirmed that the objectives had been cross-referenced to the Quality Improvement Plan (QuIP).

The majority of the objectives continued to match with the revised Strategic Plan and it was proposed that the objectives therefore remain in place for 2018/19.

The objectives that were no longer key priorities were highlighted and it was recommended that these be removed.

There was discussion of the reporting format and it was advocated that it was confusing. It was suggested that this be reviewed to make clear the updates and those actions that were complete.

The schedule for reporting was questioned.

It was confirmed that update reports were presented to meetings of the Quality and Standards Committee and thereafter the Board.

It was **RESOLVED THAT**

- i. the Equality, Diversity and Inclusion Objectives 2017/18 report be noted and received;
- ii. the proposed Equality, Diversity and Inclusion Objectives 2018/19 be approved.

#### **88.6 Admissions & Transition Policy**

The Vice Principal Quality and Curriculum reported on the Admissions & Transition Policy (circulated, document 18/13).

The policy and processes had been reviewed and revisions were highlighted.

It was queried if the policy had been useful.

It was reported that this was the case, and although it was not distributed to applicants it was published on the College website.

The provisions with regard to late applications were raised and discussed and it was queried if there was the scope for the dates indicated to be extended.

It was acknowledged that this was possible but it would be dependent on a number of factors.

It was questioned whether it would be advantageous to include this in the policy.

It was agreed that this would be reviewed further.

A number of formatting issues were noted.  
It was confirmed that these would be addressed.

It was **RESOLVED THAT** subject to the correction of the formatting issues the Admissions & Transition Policy be approved

## 17/89 **AUDIT COMMITTEE**

### **89.1 Audit Committee Meeting 17<sup>th</sup> May 2018**

The Vice Chair reported on the meeting of the Audit Committee held on 17<sup>th</sup> May 2018, (circulated, document June 18/14).

The main items of business considered at the meeting had been:

- Risk Management
- Internal Audit Reviews
- Progress against the Internal Audit Plan 2017/18
- Draft Internal Audit Plan 2017/18 (see 89.1.1)
- Progress against audit recommendations.
- Regularity Audit
- External Audit Strategy for year ended 31<sup>st</sup> July 2018 (see 89.1.2)
- Gifts and Hospitality

It was **RESOLVED THAT** the report on the meeting of the Audit Committee held on 17<sup>th</sup> May 2018 be noted and received

#### **89.1.1 Internal Audit Plan 2018/19** (circulated, document June 18/14 Appendix 1)

It was confirmed that the plan for 2018/19 presented by the Internal Audit Service to the Committee had not been fully discussed with the Vice Principal Finance and Resources prior to the meeting, and that the plan included an increase in audit days and proposed audits that might not be appropriate for 2018/19.

It had been agreed that the plan be reviewed and discussed in detail by the Vice Principal Finance and Resources and the Internal Audit Service Manager and reissued to the Committee for further consideration.

Although the required discussions had taken place it had not been possible to issue the revised plan to the Committee prior to the meeting of the Corporation.

A revised plan had now been received. It was proposed that this be issued electronically to the Audit Committee members for review and consideration of recommendation to the Corporation.

Once the Committee had agreed a recommended plan this would be issued electronically for the approval of the Corporation.

#### **89.1.2 External Audit Plan year-ended 31.07.18** (circulated, document June 18/14 Appendix 2)

The Committee had considered the External Audit Plan for year ended 31<sup>st</sup> July 2018.

It was a standard plan detailing the approach to the audit.

It was agreed that the detail included on 'Emerging Issues' was very useful.

There was discussion of the fees, and the contract in place.

It was reported that the increase in fees was standard and that the College would need to complete a tender process for its audit services in 2018/19.

It was **RESOLVED THAT** the External Audit Plan for year ended 31<sup>st</sup> July 2018 be approved.

**17/90 FINANCE AND RESOURCES**

**90.1 Monthly Management Accounts (Month 10)**

The Vice Principal Finance and Resources presented the Monthly Management Accounts for Month 10 (circulated, document June 18/15).

The report detailed the position at month 8, which, based on the year so far and the assumptions about the remainder of the year, indicated an anticipated deficit.

A summary of the position was provided:

	Month 10		
	Budget	Actual	Variance
	£000	£000	£000
Income	7,756	7,655	(101)
Expenditure	6,970	6,680	290
Operating Surplus (Deficit)	786	976	190
Revaluation adjustment	0	0	0
Surplus/(Deficit)	786	976	190

Detail of key issues was provided and included

- Financial health with the current set of results is “Good”.
- Performance against target for other incomes
- Underspends with detail provided
- The cash balance at the end of the period
- Work completed on the capital programme.

Detail of key risks was provided and they remain DSA Assessments, expenditure on agency staff and earning SFA income.

Summary detail of the position with regard to the SFA allocation was provided. It was reported that the position was closely monitored, but the current forecast was that there would be a 5% underperformance. This was within the limits that meant that no clawback would be made if this position was maintained.

Detail as to why the position had deteriorated since the last report was provided. It was hoped that the final position would improve on the current forecast.

Discussion points included

- the level of confidence in the projected outturn against the SFA allocation
- depreciation
- confidence in achieving the level of deficit forecast
- the capital programme
  
- It was acknowledged that in order to achieve the projected outturn against the SFA allocation proactive action was required and had been identified.
- Historically the College had a good record of forecasting so there was confidence that the projected position would be achieved.
- It was confirmed that the full capital budget would not be spent

The processes for budgeting and reporting were queried.

It was confirmed that the budget and financial plans were required to be submitted to the ESFA by the end of July each year.

A revised budget would then be presented to the Corporation in October when the position on learner numbers would be much clearer.

Forecasting against the budget was then completed on a monthly basis from approximately Month 3.

It was **RESOLVED THAT** the Month 10 Management Accounts be noted and received.

## **90.2 Budget 2018/19**

The Vice Principal Finance and Resources reported on the Budget 2018/19 (circulated, document June 2018/16).

It was highlighted that the budget included the following detail:

- Income based on a prudent assessment of student numbers
- Expenditure, with summary detail by department
- The projected deficit
- The financial health of the College was assessed as 'Good' on the basis of the proposed budget
- The proposed capital budget
- That banking covenants would be met

Detail was provided on what was known and the assumptions made in delivering the proposed budget for 2018/19.

Whilst acknowledging that this had been the case previously, concern was expressed at the presentation of a deficit budget for approval.

It was recognised that this was due to external factors outside of the control of the College and that the prudent and careful management of the finances by the Vice Principal Finance and Resources and the Finance Team meant that performance was often better than expected. The forecast deficit for 2017/18 had reduced significantly as a result.

It was advocated that as long as the situation did not deteriorate from that anticipated the position would not change.

It was emphasised that whilst it was not sustainable for the College to operate off its reserves it would be of a greater concern if the financial plan for 2019/20 indicated a deficit.

There was discussion of the detail provided and it was requested that more detail be provided in terms of staff cost (FTEs) and 'contribution' factors.

It was agreed that the detail with regard to staff costs would be included in the revised budget presented in October, but there remained difficulties with regard to identifying 'contribution' factors, with detail provided.

It was **RESOLVED THAT**

- i. recognising the constraints under which the budget 2018/19 had been developed that it be approved;
- ii. a revised budget 2018/19 be presented in October 2018 when more accurate detail was known and further detail be provided as discussed.

### 90.3 Financial Plan 2018/19 – 2019/20

The Vice Principal Finance and Resources reported on the Financial Plan 2018/19 – 2020/21 (circulated, document June 2018/17).

It was reported that colleges were required to submit a 2-year financial plan by 31<sup>st</sup> July each year which had been agreed by the Corporation and which reflected the budget that the Corporation had approved.

The proposed financial plan indicated a deficit for 2018/19 and a surplus for 2019/20.

A commentary supporting the proposed financial plan was provided.

The commentary provided detail on points relating to the Strategic Plan, Financial Objectives, Outturn 2017/18, Financial Plan 2018/19 and 2019/20 and assumptions, the Schedules to the Financial Plan, Sensitivity Analysis, Risk Management and the Self-Assessment of Financial Health.

It was questioned if feedback was provided on the financial plan by the ESFA. This was confirmed to be the case and that it was reported to the Corporation.

It was **RESOLVED THAT** recognising the constraints under which the Financial Plan 2018/19 – 2019/20 had been developed that it be approved.

### 90.4 General Data Protection Regulation Update

The Vice Principal Finance and Resources presented a GDPR Update report (circulated, document June 18/18).

An update on progress included:

- The completion of an internal audit that has provided “reasonable” assurance
- The review of policies and procedures in key areas
- The development of revised privacy and consent notices
- The provision of training and updates to staff
- The completion of data audits across the College to compile a data register which was being further refined and developed
- Future work would include developing internal auditing arrangements and systems.

The GDPR group was to be replaced with a Data Protection Group, which would include similar membership, and would be developing terms of reference and scoping its work programme before the end of term.

It was **RESOLVED THAT** the GDPR update report be noted and received.

**17/91 GOVERNANCE****91.1 Calendar of Meetings and Business Cycle 2018/19**

The Clerk reported on the Calendar of Meetings and Business Cycle 2018/19 (circulated, document June 2018/19).

At the meeting of the Corporation in May 2018 proposals were presented to reduce the number of Corporation meetings in the 2018/19 academic year to 6 (from 9).

The proposed dates for the Corporation meetings in 2018/19 were:

- Thursday 11<sup>th</sup> October 2018
- Thursday 13<sup>th</sup> December 2018
- Thursday 7<sup>th</sup> February 2019
- Thursday 28<sup>th</sup> March 2019
- Thursday 16<sup>th</sup> May 2019
- Thursday 4<sup>th</sup> July 2019

Following the Ofsted inspection report of October 2016, work has been conducted on reviewing and revising the reporting to the Corporation and this continued with a gap analysis of the business cycle in progress. The results of this would inform the proposed business cycle for 2018/19, and will be considered in conjunction with the reduced number of meetings to ensure timely and appropriate reporting.

The need for comprehensive performance data was recognised and work to develop this further, as appropriate, was also in progress.

Circumstances in the last half term of 2017/18 had been such that it had not been possible for the Clerk and SLT to meet, discuss and agree the minimum business cycle for 2018/19.

There was discussion of alternatives, such as shorter agendas and meetings but therefore an increase in the number of meetings, and the potential to review further agendas and reporting. It was agreed that this could be considered over the summer but, in the meantime, the proposal as presented was sensible and it was advocated that it should be adopted and worked through for the 2018/19 academic year.

It was **RESOLVED THAT** that

- i. the proposed Corporation Meeting Dates 2018/19 be approved.
- i. work to review and revise the 2018/19 business cycle, as appropriate, be completed and shared with the Corporation in September 2018

**91.2 Membership and Committees**

The Clerk reported on the Membership and Committees document (circulated, document June 2018/20).

There were currently two vacancies in the 'independent' governor category, that will increase to three with the departure of the Vice Chair. In addition, Mr Sharma had also now submitted his resignation.

Current action to address the position included:

- two potential Governor candidates had been identified and invited to interview by the Search and Governance Committee during the first week in July.
- As previously reported by the Chair, approaches had also been made to local legal firms.
- Approaches to local universities and schools had also been considered and would be actioned as appropriate.

The departure of Ms Forbes would necessitate an election for the position of Vice Chair. It was proposed that this be completed in September 2018 when there would be greater clarity about the position in relation to Governor numbers.

In the immediate term it was imperative that both the membership and role of Chair of the Audit Committee is addressed. Governors were requested to consider if they were able to serve on this Committee. It meets three times per academic year, with the proposed dates for 2018/19 being November 2018, March 2019, and June 2019.

There would also be membership vacancies on the Remuneration Committee and Search and Governance Committee.

The Clerk would contact members individually to follow this up.

It was **RESOLVED THAT** report on the Corporation Membership and Committees be noted and received.

### **91.3 Recommended Re-appointment**

The Vice Chair presented on the proposed re-appointment of Mr Michael Lynch (circulated, document June 18/21).

The term of office of Mr. Lynch expires on 11<sup>th</sup> July 2018.

After serving the Board and the College for the last 6 years, he had taken some time to reflect on his position, the time he had already served, the changing position of the College, the current level of vacancies, the number of newly appointed Governors and the continued level of commitment that was required.

He had agreed to stand again, but only for a 12 month period.

In the time since Mr. Lynch confirmed his decision it had not been possible to convene a Search and Governance Committee meeting to consider any recommended re-appointment.

Mr Lynch continued to make a valuable contribution to the work of the Corporation and was very supportive of the College, especially having taken on the role of Chair following the Ofsted inspection of October 2016.

The Vice Chair confirmed her support of his decision, and the Corporation was requested to confirm Mr Lynch's re-appointment as Governor, and continued role as Chair, for a twelve month period from 12<sup>th</sup> July 2018

It was **RESOLVED THAT** Mr Lynch be reappointed as a Governor, and Chair, for a 12 month period commencing 12<sup>th</sup> July 2018.

### **17/92 ANY OTHER BUSINESS**

There was no other business for consideration.

### **17/93 DATE OF THE NEXT MEETING**

The date of next meeting was confirmed as Thursday 11<sup>th</sup> October 2018.

**Signed:**

**Chairman**

**Date:**