



**CORPORATION**

**APPROVED DRAFT Minutes of the Meeting held on  
Tuesday 11 June 2019 at 5.30pm**

**in The Source, All Saints' Building, Worcester**

**Present**

**Governors:**

Denis Miles  
David Ash  
Steve Bolton  
Sara Finch  
Peter Heath  
Lucy Hodgson  
Tony King  
Stuart Laverick  
Paul McCunn  
Debbie Morris  
Sue Nicholls  
Robert Pearce  
Nicki Pearsall  
Gary Woodman

Vice Chair and Chair for the Meeting

Principal

**In Attendance:**

Nicki Williams  
Claire Heywood  
  
Charlotte Swain  
Cherie Clements  
  
Sue Frost

Vice Principal and Deputy Chief Executive Officer  
Vice Principal Inclusive, Commercial and Employer  
Learning  
Vice Principal Vocational and Technical Education  
Director of Finance  
  
Clerk to the Corporation

**Action**

**35.1 Apologies**

- i) Apologies were received from Neill Bucktin, Corporation Chair, Tony Ciriello, Kevin Gaffney and Fiona Hellowell. Gary Woodman was expected but had been delayed. Denis Miles, Corporation Vice Chair took the Chair for the meeting and welcomed the Vice Principal Inclusive, Commercial and Employer Learning and the Vice Principal Vocational and Technical Education to the meeting.

**35.2 Declarations of Interest**

- i) Members were asked to declare any Interests, financial or otherwise, which they may have in any Agenda Item. Paul McCunn declared that his wife is a College employee. Lucy Hodgson declared her Worcester City and Worcestershire County Council appointments. (Gary Woodman declared his role as Chief Executive of the Worcestershire Local Enterprise Partnership in connection with the Duckworth Engineering Centre at the start of the Item.)

Other Members confirmed that they had no interests to declare.

### 35.3 Minutes of the Last Meeting

- i) Several clarifications were highlighted in the papers. The Corporation **APPROVED** the revised Minutes of the meeting held on 19 March 2019 as a true record for signature by the Chair.
- ii) Two minor corrections were highlighted in the papers. The Corporation **APPROVED** the revised Notes of the Corporation Workshop held on 7 May 2019 as a true record for signature by the Chair.

### 35.4 Matters Arising

- i) The Corporation reviewed the Action Points report and noted progress, acknowledging the additional information provided in the notes. Five actions had been completed or would be completed during the meeting and six carried forward (including adding the extraction date to the Curriculum and Quality KPIs).
- ii) The Corporation **MONITORED** action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings and Notes of workshops.

### 35.5 Determination of Any Other Urgent Business

- i) The Principal and Debbie Morris, Staff Governor, asked to add other urgent business.

### 35.6 PRINCIPAL'S REPORT

#### i) Principal's Update for Governors

The Principal's Report included commentary and the College response on:

- **West Midlands Combined Authority (WMCA) Adult Education Budget (AEB)**  
WMCA had appointed only 13 contractors, a significant reduction. The College hoped to provide solutions to WMCA to ensure appropriate systems were in place by August 2019 to deliver the £125m devolved AEB.
- **WMCA FE Careers**  
WMCA were unsuccessful in their bid to get financial support for a careers hub. The Vice Principal Information Systems and Student Experience continued to assist them to develop their own adult careers resources/service.
- **WMCA Digital Agenda**  
The College continued to help to inform this agenda.
- **Stourbridge College and Birmingham Metropolitan College's Kidderminster centre**  
These centres had closed and the staff and students would be accommodated by Dudley and Halesowen Colleges. This was an inevitable consequence of FE under-funding and college over-provision in the locality. Heart of Worcestershire College had been visited by the FE Commissioner's team during the Stourbridge College 'fact finding' phase. Hadlow College had also recently been put into education administration.
- **FE Colleges back to the public sector?**  
This had been suggested in several quarters.
- **T- Level Pilots**  
The College bid to develop and pilot the Digital and Childcare T-Levels which were planned for market in the 2021/22 academic year had been successful. This information was embargoed until official announcement

in week commencing 17 June 2019.

- **Augar Report on Higher Education**

The Augar Report had been published and was highly supportive of FE. Additional information was included in the pack about the Augar Report recommendations. The Principal's meeting with Sajid Javid had been delayed due to the Conservative Leadership contest. There was a risk the report could get lost in political turmoil and that selection of candidates promising tax cuts might adversely affect outcomes.

ii) **Curriculum and Quality Key Performance Indicators (KPIs)**

The papers included RAGG (red/ amber/ green/ gold) rated Key Performance Indicators. Key statistics were:

- Main qualification attendance was 86.8% (target 91%) and English and maths attendance was red, being below both target (86%) and prior year out turn figures.
- Retention was green at 92.6% overall (target 92% overall).
- The percentage of learners with SMART targets was at 90.8% (target 100%).
- Academic progress of learners as measured by ProMonitor was 96.8% (target 90%).
- Feedback on the key questions in the Learner Satisfaction Survey was mixed with the score for students who would recommend the College being at 87.5% (target 95%)

The Principal apologised for the omission of the Higher Education survey results, which were both at or above target at 87% and 82% (target 82%). This score and several others had been improved by the reduction in provision of some Engineering courses which had suffered some from quality issues. The Principal was disappointed with maths and English attendance – resit results were very poor nationally – and with the survey score for students who would recommend the College, although again he felt that the target for this was unrealistic.

*Gary Woodman joined the meeting at this point.*

The Vice Chair challenged the Principal's use of the RAGG rating parameters. The Principal explained that he had RAG rated both "main qualification attendance" and the "percentage of learners with SMART targets" as amber (not red as per the RAG rating parameters) as they fell within the 85%-90% reported by seven good and outstanding Colleges which he was in contact with. In both cases the Principal felt that the targets set should be revised for the next year. The Principal had also RAGG rated "academic progress of learners as measured by ProMonitor" as amber rather than gold, as the target setting target had not been achieved. Outcomes were expected to be strong.

iii) **Financial Key Performance Indicators**

The Director of Finance presented data for the period to 30 April 2019, including RAG rated indicators for financial outturn (1 red), financial health (2 green, 1 amber, outstanding) and bank covenant (1 green, Nat West no longer included as explained in a later Agenda Item), an actual against budget operating surplus analysis and cash forecast for 2018/19 and cashflow forecasts for 2018/19 and 2019/20. The current projection for the year end was a £439k operating deficit (£604k operating deficit reported for the period to 31 January 2019) against a budgeted £177k operating deficit with good financial health.

The Vice Chair asked about the positive projection for exceptional restructuring and the Director of Finance confirmed that this was the release of an over accrual from the previous year. The figures for the current year were not yet determined. The positive Balance Sheet variance in deferred benefit obligation provision compared with budget (£15.8m compared 23.3m) was noted. The Local Government Pension Scheme was performing well and a new scheme valuation was due in the next year, although the Financial Statements valuation was not the same as the pension scheme valuation and costs in previous years had continued to escalate.

Governors noted the actual and projected reduction in cashflow at the year end from £10m 2017/18 to £5m 2018/19 then £3m 2019/20. The Director of Finance said that the ESFA now required cashflow submission at reporting points in a prescribed format.

**iv) Health and Safety Update – Term 2 2018/19 year**

The full Health and Safety Report was available on the Governor Portal. The Vice Principal and Deputy Chief Executive Officer reported that there had been 87 reported incidents, including 33 accidents (Term 2 2017/18: 74 reported incidents, including 38 accidents). There were no accidents to be reported under RIDDOR (Reporting of Injuries Diseases and Dangerous Occurrences Regulations 2013). All incidents had been investigated by the Health and Safety Manager with no significant issues identified.

Other Health and Safety work reported included Health and Safety training, Health and Safety Reviews of specific training areas by Hettle Andrews Associates with reports awaited, the Health and Safety Committee meeting and First Aid training.

The Corporation **RECEIVED** the Principal's Report, **NOTED** the relevant Augar Report recommendations, and **MONITORED** progress against targets.

**STRATEGIC FOCUS**

**35.7 College Strategic Plan 2018 – 2021**

- i) The Vice Principal Inclusive, Commercial and Employer Learning reported on progress against the RAG rated Strategic Plan spring 2019 milestones. Out of the 44 actions, 4 were green and completed and achieved, 30 were green, 8 were amber and 2 red. This included good progress in relation to the Top Ten Strategic Priorities, although a number were still at an early stage, and of the 10, 7 were green, two amber and 1 red.
- ii) Of the red rated elements, the Augar review had not been published at the time of writing and its impact on possible HE flexibility was uncertain. Changes would be aligned to the new HE strategy which was being developed. The relationship with the Chartered Institute of Payroll Professionals (700 students, London delivery and some distance learning) had been confirmed for the next five years. This did not make large margins but was a significant part of the College's HE. With regard to the Special Educational Needs accommodation plan there continued to be significant lack of progress towards exploring this locally. Elements of the plan for action by the Director of Quality, HE and Professional would be reassigned in the next version.
- iii) The College had made improvements in progress reporting systems, but now understood that Ofsted's focus would change to talking to non management

staff and students to triangulate information provided rather than system reliance. Governors noted that several of the red and ambers related to HE which continued to be under pressure from Universities.

- iv) The Corporation **MONITORED** progress against the detailed strategic objectives for 2018/19.

### **TEACHING LEARNING AND ASSESSMENT**

#### **35.8 College Improvement Plan**

- i) The papers included a RAG rated summary of progress under the College mission statement headings “Inspire, Innovate, Advance” with regard to Leadership and Management, Teaching, Learning and Assessment, Personal Development, Behaviour and Welfare and Outcomes for Learners and the full report was available in the Supporting Papers Folder. The Vice Principal Vocational and Technical Education reported on movements against the April milestones in the RAG rated College Improvement Plan. Of the 21 targets set, 12 were Green and 9 were Amber. (The ILT target had been split into two, increasing the 20 targets previously reported.)

- ii) Key points were:

- Target setting had increased but the quality of student set targets had not always led to appropriate development
- 93 staff members had applied to the College’s Aspiring Leaders programme
- Student satisfaction scores for teaching had increased
- The Education and Training Foundation had carried out a healthcheck on English and maths and a project was in place to track GCSE skills development in vocational classes
- The use of English and maths mark books was not as successful as the use of ProMonitor

- iii) The Vice Chair noted that there were no comments about behaviour, which had been an issue in the past. The Vice Principal Vocational and Technical Education and Vice Principal Inclusive, Commercial and Employer Learning reported that there were pinch points particularly before holidays and particularly on the day when O2 coverage had gone down. There was a new issue in that use of social media had resulted in threats of violence against students from parents and partners of other students. Students had recorded and uploaded incidents of inappropriate behaviour. The Police had attended both main campuses with arrests made at Redditch for violence and drugs being an issue in Worcester. There had not been any knife crime issues. A Governor asked whether security staff were available on all sites and the Vice Principal and Deputy Chief Executive Officer confirmed that this was the case, and that Caretakers also received training, but that the staff could not be everywhere at once.

- iv) The Corporation **MONITORED** progress against the April Milestones in the College Improvement Plan.

*The Chair thanked the Vice Principal Inclusive, Commercial and Employer Learning and the Vice Principal Vocational and Technical Education who left the meeting at this point.*

#### **35.9 Higher Education - Academic Board**

- i) The papers included a summary of the main points from the recent Academic

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Board meeting. The Principal reported that eighty students had benefitted from support funding which had increased inclusivity and social mobility. Student feedback was positive particularly about the new Worcester facilities. Scholarship was a more recognised part of the HE staff culture and marketing would seek to promote that. However, HE numbers were falling. A Governor asked about the risks in the large Chartered Institute of Payroll Professionals course and the Vice Principal and Deputy Chief Executive Officer stated that it was relatively low risk as delivery staff were on flexible contracts and the College only retained a proportion of the fees.

- ii) The Corporation **RECEIVED** feedback from the Academic Board meeting held on 9 May 2019 and **NOTED** that the Minutes would be provided at the next meeting. **CC**

### 35.10 Higher Education Strategic Plan

- i) The Principal stated that he was leading the development of a new HE Strategic Plan for 2019 -21 to tie in with the end of the College Strategic Plan. The papers included the review of progress against the RAG rated HE Strategic Plan and the Principal reported that of the 18 targets, 11 were green, 5 amber and two red. The red responses were for on line law and more CPD for employers. The College was considering increased use of on line learning, hoping that the Augar Report increased opportunities for part time HE. One Governor asked about the new HND Business Group and the Principal confirmed that this would carry over into the next plan.

- ii) The Principal stated that he would seek comments from Fiona Hellowell and David Ash on the draft Strategic Plan as they were the two Governors with most HE knowledge. The HE Strategic Plan would be considered at Academic Board and would then come to the Corporation for approval.

- iii) The Corporation **MONITORED** progress against the Higher Education Strategic Plan.

### 35.11 Partnerships

- i) The papers included a summary of the following key partnerships:

- Cinderella Sports Ground
- Perdiswell Sports Centre
- NEC
- Blended Learning Consortium

- ii) The Vice Principal and Deputy Chief Executive Officer reported that there was little change to the paper from the previous year other than the deletions of the Artrix and the Apprenticeship Training Agency. Members noted that the removal of the Cricket Pavilion from the Cinderella Ground had been on local television news. The NEC lease continued and the College had a bid in to the WMCA for £450k Adult Education Budget to train stadium management staff ahead of the Commonwealth Games. The Blended Learning Consortium was probably at capacity at 100 College members.

- iii) The Corporation **NOTED** the background, status and governance implications of the College's collaborative projects.

### 35.12 Qualification Achievement Report (QAR) 2017/18

- i) Performance had been reported at the March meeting, but the Education and Skills Funding Agency had not then published national benchmarks for

2017/18. The papers included the AoC's summary of the 2017/18 National Achievement Rate Tables and the report now reflected performance against the new data. The Principal commented on the data for English and maths, and having recently met some demoralised students after their exam felt the resit culture was cruel. A Student Governor confirmed that maths caused massive fear.

- ii) The Principal stated that the national rate benchmarks were ludicrously high. College rule of thumb as an inclusive College was 90% attendance and a 90% pass rate, an 81% achievement overall. Colleges with figures in the 90s had possibly inflated figures through providing inappropriate support in assessment or through manipulation. A Governor asked whether the data was published and the Principal confirmed that the Qualification Achievement Report data was publicly available. The Governor felt that league tables fostered grade inflation and was frustrating for those who worked with integrity. Governors provided other examples. The Principal reiterated that the College did not engage in any inappropriate practises and a Staff Governor said that the losers from over grading were the students who were not equipped for the next step.
- iii) The Vice Chair questioned the fact that there was a comment on Apprenticeships but no data provided. The Principal stated that Apprenticeships had different end dates and figures were therefore not produced from this source.
- iv) The Corporation **MONITORED** College Qualification Achievement Rates against recently released 2017/18 sector national average data.

*Gary Woodman declared an interest at this point as Chief Executive of the Worcestershire Local Enterprise Partnership*

## **ESTATES**

### **35.13 Duckworth Centre for Engineering**

- i) The report included a VAT update and on site progress together with plans and photographs and details of the fit-out programme. The Vice Principal and Deputy Chief Executive Officer reported that the College was thankful to have met the Local Enterprise Partnership deadline for the first tranche of funding and achieved change of use Planning Permission. The Planning Application for the external alterations including the new windows had not yet been submitted as Fortis had not discharged the original site development planning conditions. The College had received assurance from Fortis that this was in hand and all required reports and documentation had now been provided. The window openings (which were the main external alterations) had been allowed for in the structural changes and the windows ordered, Planning Officers were aware and Fortis were supportive so no issues were anticipated in gaining planning approval for these additional changes. The Vice Principal and Deputy Chief Executive Officer recorded thanks to the Director of Finance, Harris Associates and Davis Meyer VAT Consultants for the considerable task undertaken in identifying each component of the fit out contract where VAT would not apply. The work would be finished to schedule at the end of August and would be Work in Progress in the 2018/19 Financial Statements with depreciation applying from 2019/20.
- ii) A Governor asked whether any compensation applied from Fortis due to the delays and the Vice Principal and Deputy Chief Executive Officer stated that

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there had been issues with Agents in the middle of the process. The key deadlines had not been missed, although considerable stress and extra work had been required.

iii) The Corporation **NOTED** progress in the Engineering development.

### 35.14 CONFIDENTIAL ITEMS

– *These items are recorded as Confidential Minutes 1 of 4*

35.18

## GOVERNANCE

### 35.19 Student Governor Appointment

i) The Vice Chair congratulated Sara Finch on her nomination unopposed and on her “Award for Exceptional Personal Achievement” presented at the Worcester College FE Award ceremony. A Governor asked what had happened with the Bromsgrove and Redditch appointment and the Clerk to the Corporation confirmed that a bye election would be held in the autumn term as no nominations being received. Nicki Pearsall planned to return to College to do a Social Work Degree but felt that the workload would be too great to seek to continue as Student Governor.

ii) The Corporation **REAPPOINTED** Sara Finch as the nominated student Governor for Worcester and Malvern Campuses for 2019/20.

### 35.20 Governance and Search Committee

i) In the absence of the Governance and Search Committee Chair the Vice Chair, Lucy Hodgson, summarised the meeting. The Corporation **RECEIVED** the Minutes of the meeting held on 22 May 2019 and **APPROVED** Governance and Search Committee recommendations as follows:

#### ii) Governance Improvement Plan

The Corporation **MONITORED** progress against the Governance Improvement Plan Milestones for 2018/19 and **NOTED** that Corporation Members should seek to identify suitable diverse candidates who could be interviewed for co-opted committee or future Corporation vacancies.

**Members**

#### iii) Standing Orders

The Corporation **APPROVED** changes to the Standing Orders for the Corporation and its Committees and **NOTED** that changes to the Governor Communication protocol would also necessitate minor changes being made to the General Data Protection Regulations Privacy Notices for Governor Recruitment and Governors.

**CC**

#### iv) Governor Role Descriptions

The Corporation **APPROVED** the revised role description for the Safeguarding Governor Champion **NOTING** that there were some points in foot notes that should be addressed in the next Safeguarding Policy review.

**VPISSSE**

#### v) FE Commissioner Letter

The Further Education Commissioner (FEC) had issued a new Letter to Chairs on 7 May 2019. This had included a list of ten observations and the e Governance and Search Committee’s response to each point was included in the papers. The Clerk to the Corporation advised that although the FEC had no legal power to impose these observations on the College, his experience meant that it would be wise to consider them. Governors discussed the Governance and Search Committee’s response to the three points which they



had not agreed:

- 3. Boards of governors MUST include two financially qualified members, who are able to offer support and challenge to the Principal/CEO and FD – Partially agreed. The Corporation agreed with the initial response.
- 5. In our experience every college requires a finance committee or similar to focus on these issues. Full board meetings alone are insufficient. – Not agreed. The Clerk to the Corporation reported that Frances Wadsworth had stated at a conference that a Finance Committee provided the opportunity to deep dive into aspects of finances that the limited time in a Corporation meeting did not allow. A Governor suggested combining Audit and Finance but the Clerk to the Corporation said that would be unusual as the primary focus of each function would be different. The Corporation agreed with the initial response.
- 10. Ensure that your Chair, Principal/CEO and FD attend the relevant Said Business School/ETF leadership programmes. Feedback from these programmes was overwhelmingly positive. – Not agreed. The Corporation agreed with the initial response.

Members also noted that the Further Education Commissioner's letter did not include any reference to or criticism of the role played by Internal and External Auditors in both Colleges. The Vice Chair felt that the College's continued use of Internal Auditors, now that this was not a requirement, was also a strength.

The Corporation agreed the following responses to the FEC's observations:

- 1. Colleges need to understand and accept their financial vulnerabilities as early as possible, and ask the ESFA local teams or ourselves for support. Diagnostic assessments can help.  
Agreed. Clear financial reporting information provided to Governors.
- 2. The balance between improving quality and sustaining finances is very challenging, but never compromise quality simply in order to survive "independently".  
Agreed.
- 3. Boards of governors MUST include two financially qualified members, who are able to offer support and challenge to the Principal/CEO and FD.  
Partially agreed. The Governance and Search Committee would consider this in recruitment but would seek the best applicants. The Clerk to the Corporation would check which members were "financially qualified", although it was not clear whether this meant formal qualifications rather than experience.
- 4. Monthly management accounts with a comprehensive commentary and 24 month cash flow forecast should be sent to all governors.  
Agreed. Monthly Finance Reports were placed on the Governor Portal and an email alert should be sent in future.
- 5. In our experience every college requires a finance committee or similar to focus on these issues. Full board meetings alone are insufficient.  
Not agreed, although a Finance Committee would be established should the College find itself in need of additional scrutiny. In similar fashion, the Quality Group had a more formal existence whilst the College was Ofsted Grade 3.
- 6. Every college should have a property strategy and up to date space utilisation survey.  
Partially agreed. The College had an Accommodation Strategy but the Principal stated that space utilisation should be surveyed regularly but not

frequently as it was of limited value given the range of courses and the geographical dispersion of the College.

- 7. Colleges should not sell assets simply to avoid insolvency and remain “independent”.

Agreed.

- 8. Learn from other colleges; partnering and sharing with other non-local colleges is frequently the best source of improvement.

Agreed. The Blended Learning Consortium and the links to Weston College provided evidence of this.

- 9. Budget prudently and avoid over optimistic forecasting of learner numbers etc. Growth should be a bonus not a naïve aspiration.

Agreed. Governors had raised failure to meet previous student number targets as part of budgeting discussions in the past. Forecasting was now more accurate and Governors would consider to view this critically.

- 10. Ensure that your Chair, Principal/CEO and FD attend the relevant Said Business School/ETF leadership programmes. Feedback from these programmes is overwhelmingly positive.

Not agreed. The College had a process in place to identify individual development needs. Senior staff and the Chair should be free to take up training that they felt to be appropriate, not be required to attend particular courses, although the stated options should be considered.

The letter referred to the published guidance released on 1 April 2019, “College Oversight: Support and Intervention” which was included in the Supporting Papers.

The Corporation:

- **RECEIVED** the letter to Chairs and Principals of Further Education and Sixth Form College Corporations
- **AGREED** the Governance and Search Committee’s initial responses to the list of observations
- **RECEIVED** “College Oversight: Support and Intervention” and **NOTED** that all Governors and senior leaders are encouraged to read it

**vi) Corporation Private Sessions**

The Corporation **NOTED** the Effective Board Briefing “The Ins and Outs of Private Sessions” and **APPROVED** adding private session time to some Corporation meetings starting with a session at the start of a meeting, Audit Committee style.

**vii) Governor Insight Scheme**

Twelve different Governors were involved across twelve events with seventeen Governor attendances in total, including the Principal. There was no attendance at one event due to a lack of availability. Four detailed feedback forms were received and none of the forms received identified any further action to be taken.

The Corporation **RECEIVED** a summary of Governor Insight Scheme activity for the Spring Term 2019.

**35.21 The Colleges Senior Post Holder Remuneration Code**

- i)** The Remuneration Committee Chair reported that Members were in agreement with the adoption of the Remuneration Code which would increase transparency. The Clerk to the Corporation stated that the Code was aligned

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with that for Universities and that most of the additional disclosures required for the Remuneration Committee Annual Report would now be required as part of the Financial Statements reporting, so adoption should not cause much additional work for finance staff. A Senior Post Holder Remuneration Policy and a policy on income derived from external activities would be required and would be considered at the Remuneration Committee meeting on 30 September 2019.

The Corporation **APPROVED** the adoption of the Colleges Senior Post Holder Remuneration Code as recommended by the Remuneration Committee.

### 35.22 Vice Chair Position

- i) The Corporation **NOTED** the pending vacancy for the Corporation Vice Chair and **NOTED** that nominations for the role of Vice Chair, excluding the Principal, Staff and Student Governors should be sent to the Clerk to the Corporation.

Members

### 35.23 Governor Training

- i) The Corporation **NOTED** that the Clerk to the Corporation attended the National Governance Summit, 28 March 2019 and the Governance Professionals Development Conference, 21 May 2019
- ii) The Corporation **NOTED** that the Principal and Chair attended the AoC Chairs and Principals Network meeting, 5 June 2019
- iii) The Corporation **NOTED** Governor involvement with the Governor Development Programme pilot phase and the linked involvement in Weston College's Governor Development Day
- iv) The Corporation **CONSIDERED** the revised plan for the November Away Event **NOTING** that it would be held in Worcester to facilitate the attendance of Weston College Governors and without an overnight stay due to the Worcester Victorian Fair Weekend.

### 35.24 Any Other Urgent Business

- i) *This item is recorded as Restricted Confidential Minutes 2 of 4*
- ii) Debbie Morris, Staff Governor invited Governors to attend several Special Educational Needs and Disabilities Student Events over the next fortnight. Details would be circulated.

CC/ DG

### 35.25 Meeting Reflection

- i) Members were invited to review the meeting and consider Governor "impact" and agreed to complete the feedback forms.

### 35.26 Date and Time of Next Meeting

- i) Tuesday 16 July 2019, 5pm for 5.30pm, **Function Room O2.03, Osprey House**, Redditch

*In accordance with the Corporation resolution under Instrument 13 of the Instrument and Articles of Government, the Staff and Student Governors left the meeting at this point, as did the Director of Finance*

### 35.27 RESTRICTED CONFIDENTIAL ITEM

- *These items are recorded as Restricted Confidential Minutes 3 of 4*

### 35.29

*The Principal and remaining Senior Leadership Team members left the meeting at this point*

**35.30 RESTRICTED CONFIDENTIAL ITEM**

*This items is recorded as Restricted Confidential Minutes 4 of 4*

The meeting closed at 8.30pm.

**Signed:**

**Date:**

Sue Frost  
Clerk to the Corporation  
12 June 2019

DRAFT