

MINUTES OF A MEETING OF THE CORPORATION
OF CITY COLLEGE PLYMOUTH HELD ON FRIDAY 5 OCTOBER 2018
COMMENCING AT 1540

Present:

Pauline Odulinski (Chair)
Garry Phillips (Chief Executive and Principal)
Andrew Ashley
Nick Holman
Mike Jones
Alain Kakuru
Cheryl Powell
Emma Tringham
William Woyka

In Attendance:

Francesca Stratford (Acting Clerk)

G18/83 - Apologies for Absence and Declarations

Apologies were received from Hilary Duckett and Martyn Starnes.

Nick Holman declared an interest in Item 2.1 and left the meeting.

G18/84 - Matters Arising

There were no matters arising.

G18/85 - Confidential Items

RESOLVED: That G18/88 is treated as Part II and no agenda items were required to be dealt with In Commercial Confidence.

G18/86 - Appointment of agent to release the Goschen Centre

The Chair advised members that she and the Chair of Finance Committee had been involved with the due process of appointing an agent for the release of the Goschen Centre. To be compliant with the Charities Act the College needed to ensure that the site was placed on the open market. Previously there had been interest from a retailer for £750k but this was not via the open market. Governors interviewed three sets of agents and recommended that Vickery Holman were appointed. The Local Authority confirmed that planning for retail would not be granted on the Goschen site.

Members challenged why Vickery Holman were being recommended as the agent to release the Goschen site. The Chair responded that Vickery Holman had scored better through the due process and that the added value brought was due to their local knowledge and understanding of what was required, the longevity of the relationship with the College and the pace and urgency in releasing the site was clearly demonstrated were all key factors in their appointment. The Board approved the decision to appoint Vickery Holman as agents. The Chief Executive updated members that the Goschen Centre was now featured in the Property Gazette and had received interest from three parties. Two were cash offers but one was not validated.

RESOLVED: To ADOPT the recommendation that Vickery Holman are appointed as agent to release the Goschen Centre.

Nick Holman joined the meeting.

G18/87 - Appointment of Head Hunters for Chief Finance Officer role

The Chair presented the report on the three companies who had tendered and been interviewed for the role of Head Hunter. The Chair updated that FE Associates were the most competitive, provided value for money and a convincing explanation of how they would conduct the recruitment process. Members noted that the post will be designated as a Senior Postholder and a minimum of five governors will be required for the interview and assessment process in November.

RESOLVED: To ADOPT the recommendation that FE Associates are appointed as the Head Hunters for the Chief Finance Officer (Senior Post Holder role).

G18/88 – PART II ITEM

G18/89 - Internal Audit Plan

The Chair proposed to the meeting that her view is that the Internal Audit Plan should be reviewed to ensure that it includes a review of governance policy and practice and how effective the Board are at critical challenge, with particular focus on the deterioration of the financial position in the summer and lessons to be learned in risk management.

Members agreed and asked when the report would be ready. The Chief Executive confirmed it would be ready for the next Audit Committee, and that the Auditors would discuss with the Chair of Audit Committee their findings / lessons learned ahead of the meeting.

RESOLVED: To RATIFY that the Internal Audit Plan is updated.

RESOLVED: To APPROVE and ADOPT the actions and recommendations below and for the Executive to work up the details with specific, measurable, achievable, realistic timeframes and targets:

- The re-development of a Dashboard and KPIs with the relevant Chairs and Board for December meeting - 13 December 2018.
- To receive a paper on curriculum design and development that provide more detail on the introduction of A Levels and the repositioning of Higher Education particularly in relation to the IoT at November Performance and Standards Committee and any following recommendations to the 13 December 2018 Board meeting.
- To have a Governor role descriptor ready for 13 December 2018 Board meeting.
- To investigate an appropriate electronic Board package with one or two governors for adoption at the 13 December 2018 Board meeting.
- That Committee Chairs will set agendas with Servicing Officers and to meet prior to meetings with any areas of clarity, concern or focus.
- To provide the Board with a Key Facts card for members to promote the College by 13 December 2018 Board meeting.
- That the full Governance structure and skills set be reviewed following the appointment of the new Clerk.

- To provide the Finance Committee on 20 November 2018 with the full College Improvement Plan, and at the 13 December 2018 Board meeting.
- To approve a clear and direct focus on the College's financial position ensuring it achieve the efficiency savings identified of £1.5M and moves towards good financial health.
- To agree the support for financial training and governance as we refocus and introduce new Board members - to start 13 December 2018 through to 9 July 2019.
- To support the Exec in respect of ESFA and FEC and their requests by continuing to support and challenge particularly around moving from Good to Outstanding and from Satisfactory to Good Financial Health.
- To support and challenge the Exec to be Ofsted ready and to ensure the College is well positioned to be Outstanding or at least Good with Outstanding features (this was discussed and challenged and supported by governors due to the efficiency savings to be realised this year and improving performance).

G18/90 - Date of next meeting

The date of the next meeting is 8 October 2018.

SIGNED _____ **DATE** _____