

**CITY COLLEGE PLYMOUTH CORPORATION MEETING HELD ON
MONDAY 18th MARCH 2019 AT 4.30PM IN KI 110**

MINUTES

PRESENT:	Pauline Odulinski	Chair
	Penny Wycherley	Principal
	Andrew Ashley	Governor
	Adam Croney	Governor
	Kristi Dingwall	Governor
	Hilary Duckett	Governor
	Mike Jones	Governor (Staff)
	Alain Kakuru	Governor (Student)
	Cheryl Powell	Governor (Staff)
	Thomas Robins	Governor (Student)
	Martyn Starnes	Governor
	Debbie Taylor	Governor
	Emma Tringham	Governor
	William Woyka	Governor

IN ATTENDANCE:	Lorraine Hill	Chief Finance Officer
	Ben Manning	Deputy Principal
	Sandra Wilson	Head of Finance
	Liz Wiltshire-Meads	Clerk

G19/018 Apologies & Welcomes

Apologies had been received from Emily Beaumont, Governor. The Chair welcomed Adam Croney, Governor, the Chief Finance Officer (CFO) and the Clerk to their first Corporation meeting.

There were no unregistered declarations of interest. The meeting was quorate.

G19/019 Minutes of Previous Meeting/s

RESOLVED that the Minutes of the Meeting of the Corporation held on the 4 February and the Part II Minutes of the Meeting held on 1 March 2019, which had been previously circulated, be approved and signed as correct records.

The Chair noted that future confidential or Part II hard copy papers would be circulated on pink paper. PDF versions would be highlighted as confidential using a watermark or another means.

G19/020 Matters Arising

The Chair noted that a date for the Strategy Day was yet to be set. A date of Friday 14 June 2019 was proposed. The new Principal, Jackie Grubb, was available to attend on that date.

RESOLVED: that the next Strategy Day take place on Friday 14 June 2019.

G19/021 Confidential Items

RESOLVED that, in accordance with Minute G03/09, items 2.1, 2.3 and 2.4 were required to be dealt with as In Commercial Confidence and that the relevant papers and Minutes be withheld from the published records for the prescribed period (unless a longer period is prescribed for certain items).

G19/022 Chair's Report

The Corporation noted that:

- a) the Chair had spent a morning with the Creative, Digital and Science Team which had been a positive experience for all involved and governors were encouraged to take part in walkabouts to learn more about the College and for greater engagement with staff;
- b) both references had been received for Jackie Grubb, the new Principal, and the Association of Colleges (AoC) would complete a final summary report in order that the Corporation has a complete record for assurance;
- c) the Chair and Principal had attended the AoC Principals' and Chairs' meeting which was useful and informative;
- d) the Chair had attended two days of the first cohort of the Chairs' Programme which had started well and was challenging. The initiative was good with opportunities for networking and sharing good practice;
- e) the Chair wanted to introduce 1-2-1s with all Governors as part of the Corporations self assessment processes.

RESOLVED: to approve Governor 1-2-1s with the Chair as part of the Corporation's annual self assessment.

ACTION: Clerk to circulate presentations from the AoC Chairs' and Principals' Meeting to Governors.

The Board NOTED the Chair's Report.

G19/023 Corporate Performance Report to January 2019

The Head of Finance introduced the report and noted that much had changed since the January report and noted that Management Accounts for February 2019 would be circulated later that week. Forecasts now showed a 'satisfactory' financial health grade and that the bank covenant would be met. This was due to £683k additional funding income. A risk remained around the sale of Goschen. Without the sale the financial health score would remain "satisfactory" but borderline at 120 points. The College was operating within its overdraft

with particular pinch period between March and April using the full £1.8m facility. The overall financial position looked encouraging.
The Board NOTED Report.

G19/024 Principal's Report - In Commercial Confidence
This agenda item was deemed In Commercial Confidence and was subject to a separate confidential Minute.

G/19/025 Further Education Commissioner Visit Report Update
This agenda item was deemed In Commercial Confidence and was subject to a separate confidential Minute.

G/19/026 Update on Principal's appointment - In Commercial Confidence
This agenda item was deemed In Commercial Confidence and was subject to a separate confidential Minute..

G19/027 Date of Next Meeting
Strategic Planning Day - Friday 14th June 2019
Meeting of the Corporation - Monday Mon 3 June, 4.30pm in KS301

There being no other business, the meeting closed at 6.15pm.

SIGNED _____ DATE _____