

CHEADLE AND MARPLE COLLEGE CORPORATION MEETING

THURSDAY 8TH NOVEMBER 2018

MINUTES PART 1

PRESENT/ABSENT

Name	Governor type	'End of Term of Office' date	Present (P) / apologies (Ap) / absent (A)
Jenny Singleton	Staff (Principal)	Ongoing	P
Adrian Clare	Governor	31/08/19	P
Adam Rhodes	Governor	31/10/21	P
Andrea McConchie	Parent Governor	15/07/19	P
Alison Hewitt	Governor (Vice Chair)	12/07/19	P
Kaya Dillon*	Student Governor	10/07/19	P
Laure de Rooij*	Student Governor	10/07/19	P
David Lambrick	Governor (Chair)	20/10/19	Ap
Clair Dyson	Governor	22/10/21	Ap
Connor McAlorum	Governor	30/04/21	Ap

*Left early – see Item 11

IN ATTENDANCE

Matt Lenaghan** Interim Director of Finance
 Nick Sutton** Assistant Principal Quality, Teaching, Learning and Assessment
 Ryan Jones** Interim Deputy Principal
 Lydia Smith Interim Clerk to the Governors

** Left early – see Item 14

General Data Protection Regulations (GDPR)

The Interim Director of Finance gave a short presentation on how the College was ensuring it remained compliant with the Regulations, but pointed out that at the moment this was an ongoing learning process. Policies and procedures have been updated and online training is being rolled out for staff. He issued Governors with copies of visual basic housekeeping guides that are being posted around College advising staff of correct and unacceptable practices. The Internal Audit Report has reviewed the College's compliance with GDPR and will be submitted to the Audit Committee on 26th November.

Q Has it proved costly in time or money to ensure the College's compliance with GDPR?
 It has been a little disruptive for certain departments in that it has thrown up questions relating to issues

such as the handling of data on students from feeder schools.

Governors thanked the Interim Finance Director for his presentation.

1. APOLOGIES FOR ABSENCE & WELCOME

Apologies for absence were received and accepted from David Lambrick, Connor McAlorum and Clair Dyson.

The Vice Chair chaired the meeting.

Governors welcomed the three new Governors – Adam Rhodes, Kaya Dillon and Laure de Rooij and introduced themselves. Adam Rhodes’ appointment had been approved at the previous meeting on 3rd October. As it had not been possible to approve the appointment of the Student Governors at that point, approval was given at the meeting.

It is hoped that a new Governor, Matthew Croasdale, will be joining Corporation shortly. He is known to the College through his involvement in student mentoring and will be meeting with the Chair and Clair Dyson later in November. Approval for his appointment was given by Governors in principle, subject to the outcome of the aforesaid meeting.

There has been no response to the request for a Parent Governor from Marple and the position remains unfilled.

	Actions or Resolutions	Owner	Timescale
R	<ul style="list-style-type: none">• Appointment of Kaya Dillon as Student Governor approved	Governors	08 Nov 18
R	<ul style="list-style-type: none">• Appointment of Laure de Rooij as Student Governor approved	Governors	08 Nov 18
R	<ul style="list-style-type: none">• Appointment of Matthew Croasdale as Governor approved in principle	Governors	08 Nov 18

2. DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest which they may have in any of the items on the Agenda for this meeting.

The Principal declared an interest in the CEO position within the Federation of Hope (Item 15). In the Chair’s absence, this item will be deferred to the next Corporation meeting.

3. CORPORATION MINUTES OF 03 OCTOBER 18

There were no matters of accuracy and Governors approved the minutes.

	Actions or Resolutions	Owner	Timescale
R	<ul style="list-style-type: none">• Minutes of meeting held 03 Oct 18 approved as an accurate record	Governors	08 Nov 18
R	<ul style="list-style-type: none">• Minutes authorised for publication in accordance with the College Instrument and Articles	Governors	08 Nov 18

4. MATTERS ARISING FROM THE CORPORATION MINUTES OF 03 OCTOBER 18

There were no matters arising, but there had been a request for information on the work of the Search and Governance (S & G) Committee at a previous Corporation meeting. In response to this, the Vice Chair advised Governors that the Committee's remit included:

- Reviewing the skills of Corporation members to ensure sufficient expertise in key areas such as education, finance, law and HR;
- Considering certain policies;
- Reviewing self-assessment questionnaires;
- Monitoring Governor attendance;
- Reviewing Cycles of Business for Corporation, Audit and S & G;
- Reviewing Committee Terms of Reference;
- Preparations for the Annual Conference.

5. PRINCIPAL/ CEO'S REPORT, Part 1

The Principal gave a verbal update on the following key issues:

- St Mary's College's (SMC) application for £199,000 of College Improvement Fund (CIF) monies has been successful. This will also benefit CAMSFC in that members of the leadership team and associated costs will be covered by the grant;
- CAMSFC submitted a bid for CIF funding for Apprenticeships. More information has been requested and the application is eligible for resubmission;
- SMC's application for a Transition Grant of £50,000 was approved. The money will be split equally between both colleges and will be used for legal fees associated with establishing the Federation of Hope;
- The College is required to submit its accounts to the ESFA because of its zero scoring on EBITDA. A score of zero in this field is a limiting factor, irrespective of scores elsewhere, which translates to a financial health grade of Satisfactory and automatic ESFA intervention.

6. COLLEGE IMPROVEMENT ISSUES

1 Quality, Teaching and Learning and Assessment

All papers were circulated to Governors prior to the meeting.

Final Outcomes Report & Resulting Key Performance Management Actions

Nick Sutton, Assistant Principal Quality, Teaching, Learning and Assessment, outlined the key improvements made in 2017-18 as below:

- A level Student Progress has significantly improved from ALPS grade 7 (less than satisfactory) in 2016-17 to 5 (good/satisfactory);
- In the same period provisional A level L3VA scores have also increased from -0.38 (indicating students achieved almost one third of a grade below expectation) to -0.01 (showing students achieved in line with expectations);

- A level high grades improved to 40.2% and are now in line with Sixth Form College National Averages (SFCNA) for the first time in many years;
- BTEC pass rates remain very high and the ALPS grade is 4 (very good) - this is one grade lower than 2016-2017;
- GCSE English and GCSE Maths pass rates have remained high, improved upon 2016-2017 and are significantly above SFCNA.

These improvements are very significant and are evidence of the effectiveness of the work put in by staff.

With regards to key areas for improvement, the Assistant Principal Quality, Teaching, Learning and Assessment highlighted retention and achievement rates. The College has seen a decline in A level retention and achievement rates that correlates to what has occurred across the sector since the roll-out of linear A levels. A level retention at the College has fallen by 12% and achievement by 11%, slightly better than the average decline seen in the sector. Retention targets for 2018-19 are challenging but realistic.

Priority areas and targets for improvement this year include:

- Concentrating on lesson assessments/observations in lessons classed as black, red or blue to raise ALPS grades and ensure students achieve in line with forecasts;
- Focussing on priority A level subject areas in which outcomes have been lower;
- Raising the high grades on BTEC Extended Diploma by 10%.

Governors were advised that recent college performance has been benchmarked against 2015-16 data, as this was the most recent available. Data for 2016-17 has just been received and the College will re-benchmark against this, which may change figures slightly. Governors will be advised of any changes at the next Corporation meeting.

Governors thanked the Assistant Principal Quality, Teaching, Learning and Assessment for his presentation.

2 Student Enrolment Data

Ryan Jones, Interim Deputy Principal, presented a paper which had been circulated to Governors prior to the meeting, giving details of student enrolment for 2019. The 16-18 target figure of 1511, an increase of over 100 from this year, will be very challenging.

On the positive side, there is a small demographic increase within this year's cohort of prospective students and improved outcomes in 2018 have been widely publicised and seem, anecdotally, to have been well received. It is also hoped that the 'free bus' initiative for Marple, again widely publicised, will attract potential students. The college opted to hold early Open Events, as opposed to the traditional Saturday morning in mid-October and an evening event late in November, with both preceded by publicity campaigns. A total of 997 visits were recorded, which is significantly higher than in previous years and bodes well. After the marked drop in enrolments from Marple Hall and Chapel en

le Frith this year, it was pleasing to note increased attendance by pupils from these schools at the events. Interest from Harrytown has also increased though a decrease has been noted in Kingsway pupils. The interest shown now needs to translate into applications. To date the College has received 593 applications – more of which are for Marple than Cheadle. A closing date of 21st December has been set for applications, by which date the College hopes to have 1500 applications. All applicants will be interviewed during the first half of the Spring Term.

Q Have the early Open Events paid off ?

It would seem so. We have 100 more applications than at this point last year and although we have run two events rather than one, we have tended to get very limited applications from the late November event.

Q Do you think the introduction of a closing date and student interviews will make the College seem a more attractive option?

We hope so.

Q Does Aquinas have a closing date for applications?

Yes, it is a similar date to ours.

Q Will parents be encouraged to attend student interviews?

Yes, interviews will be held late afternoon/early evening. As a general rule, 70% to 80% of students attend with a parent.

Kaya Dillon told Governors why she had chosen to come to CAMSFC.

Governors welcomed the new approach to applications and thanked the Interim Deputy Principal for his presentation.

3 Finances and Resources

Details of Finance and Resources are contained in a Confidential Appendix to these minutes and are not for release onto the public domain.

7. POLICY REVIEWS

There were no policies for review.

Governors were asked to note that there had been no revisions to the current Student Fees Policy and Student Financial Support Policy.

8. AOB

Governor Involvement in College Activities

Governors are encouraged to attend the Presentation Evening at the end of the Autumn Term and to participate in prize giving.

The Principal highlighted the need for a Link Safeguarding Governor to liaise with the Safeguarding Lead in the College. She undertook to provide guidance on the role. This item will be added to the agenda for the next Corporation meeting.

Q Is there an opportunity for Governors to become involved in careers guidance information sessions? Yes, Progression Days would probably be the ideal time, as a series of workshops are held and are attended by students with an interest in specific careers.

	Actions or Resolutions	Owner	Timescale
A	<ul style="list-style-type: none">• Add appointment of Safeguarding Officer to agenda for next meeting	Clerk	10 Dec 18

**Kaya Dillon and Laure de Rooij left the meeting*

DATE OF NEXT MEETING

10th December 2018

Signed

(Chair)

Dated