

CHEADLE AND MARPLE COLLEGE CORPORATION MEETING

THURSDAY 07 NOVEMBER 2019

MINUTES PART 1

PRESENT/ABSENT

Name	Governor type	'End of Term of Office' date	Present (P) / apologies (Ap)/ absent (A)
Sharon Burton	Acting Principal	Ongoing	P
Adam Rhodes	Governor	31/10/21	P
Alison Hewitt	Governor (Chair)	12/07/22	P
Clair Dyson	Governor (Vice Chair)	22/10/21	P
Andrea McConchie	Parent Governor	14/07/20	P
Gareth Turner	Governor	13/03/22	P
Alex Langley**	Staff Governor	30/09/22	P
Liz Atkinson**	Staff Governor	30/09/22	P
Kaya Dillon*	Student Governor	10/07/20	P
Fatma Shami*	Student Governor	10/07/20	P
Matt Croasdale	Governor	09/12/21	Ap

IN ATTENDANCE

Jason Austin Interim Finance Director
 Mike Firth ESFA
 Lydia Smith Interim Clerk to the Governors

*Left early – See Item 8

**Left early – See Item 11

The meeting was preceded by a short training session on Finance for Non-Financial Governors delivered by the Interim Finance Director (IFD).
 Governors thanked the IFD for his presentation.

1. APOLOGIES FOR ABSENCE & WELCOME

The Chair welcomed Governors to the meeting.

Apologies were accepted from Matt Croasdale.

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 Part 1 of the meeting.

No interests were declared.

3. OUTCOME OF SPA EXERCISE/FEC RECOMMENDATION

The Acting Principal confirmed that, following the final Steering Group Meeting on 29th October and the teleconference on 4th November, the decision had been taken to work with the Trafford College Group (TFC) to explore the possibility of a merger. A meeting has been held with College staff to update them on the situation and the Chair has been in contact with Graham Luccock, Chair of TCG. A statement will shortly be issued to all stakeholders and to the press. Further details were discussed in Part 2 of the meeting.

4. CORPORATION MINUTES OF 03 OCTOBER 2019

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 October 19 approved as an accurate record	Governors	07 Nov 19
R	<ul style="list-style-type: none">Minutes authorised for publication in accordance with the College Instrument and Articles	Governors	07 Nov 19

5. MATTERS ARISING FROM THE CORPORATION MINUTES OF 16 MAY 19
NOT COVERED ELSEWHERE ON THE AGENDA

Page 3, Item 5:

The Acting Principal advised Governors that the percentage of students passing GCSE English and Maths examinations in November 18 was as follows:

English 31.2%

Maths 15.5%

Page 8, Item 9:

The Staff Well-Being Policy has not yet been finalised but will be brought to Corporation as soon as it is available.

Page 9, Item 11:

An initial finance training session for non-financial Governors was delivered before the start of the meeting.

	Actions or Resolutions	Owner	Timescale
A	<ul style="list-style-type: none">Staff Well-Being Policy to be provided to Governors when available	Acting Principal	Dec 19

6. ACTING PRINCIPAL'S REPORT, Part 1

A report was issued to Governors prior to the meeting. The following points were

raised/highlighted in discussion:

16-18 Learner Numbers

As the end of the 42 day attrition period approaches, student numbers currently stand at 1483. This is very slightly below the target of 1491 but represents an increase of over 140 in relation to 18/19 figures. The final data will be verified shortly, but may be a little after the deadline because of those students who joined the College after the start of term. Definitive numbers will be given to Governors at the December meeting.

NEU Strike Action in Sixth Form Colleges

Action took place on Thursday 17th October and Tuesday 5th November. Surprisingly, the number taking action rose from 34 on the first date to 45 on the second out of a potential 66. A third day's action is scheduled for Wednesday 20th November, although it is still to be confirmed. The College is considering whether to remain open in the event of a third strike day.

Q What are the risks for students if the College is open with low staffing levels?

Risk assessments have been carried out. Students whose lessons are cancelled would be expected to go to the library where they would be overseen by a staff member.

The Student Governors were asked how they felt about this. They said that on previous action days they had been given work to do at home and were happy to do so. If their lessons were not running, they would prefer to work at home rather than attend a supervised self- study session in the library. Their view will be taken into account in any future planning and considered with Principalship prior to 20th November.

There was a discussion on how the lost teaching hours would be recorded. Since staff taking strike action cannot be asked to make up these hours, it would appear that records would have to show the number of lost teaching hours against the prescribed number per course of study. The Principal will look into this and report back to Governors.

In response to Governors' queries, she confirmed that GCSE Maths resits had taken place on November 5th. Teaching staff continued to prepare students until the day before, so they should not have been disadvantaged.

Attendance

Traditionally the College has set itself a very ambitious target of 95%. This was not realistic and a new average target of 92% has been set for this year. Attendance to date has been excellent with Cheadle recording 92.9% and Marple 96.6%.

Attendance on GCSE English and Maths is slightly lower the average target and last year's figures, but it is hoped that improvements will now start to be seen, following the transfer of some students from GCSE courses to functional skills studies.

There was a query regarding the dates on which attendance data was gathered and a need for accuracy in order to explain variances. The Acting Principal will investigate this.

Q Will strike action impact on student attendance?

No, students will be recorded as a neutral grade.

Matrix Accreditation

The College has just participated in its three yearly Information, Advice and Guidance Matrix Assessment. Feedback received was very good with praise for staff and students. A suggested area for improvement was the introduction of self-assessment in support areas.

Q What is Unifrog?

The Student Governors explained that it is a system that allows the recording of skills, work experience etc for use in preparing personal statements or apprenticeship applications.

The Staff Governors advised Corporation that Unifrog is increasingly being introduced in schools, so that students are arriving in College having begun to create their records.

Ofsted

A monitoring visit is expected following the issue of the Requires Improvement rating in the summer, although Ofsted has not provided a date for this but advised that it will take place “within the published time scale”. Meanwhile the Acting Principal is keen that Governors are made aware of the new Education Inspection Framework (EIF) to which Ofsted works. A date for a training session will be arranged.

Applications to Date

Open Days/Evenings at both sites have been very well attended. Applications currently stand at 173 (Cheadle) and 236 (Marple) with a closing date set for 18th December, after which interviews will take place. All staff will participate in three of the interview days.

In response to Governors’ questions, the Acting Principal confirmed that the College would be using the same recruitment procedure as last year and that the same schools were being targeted with assemblies, Y10 talks and 1:1 meetings where necessary. The College has also recently participated in a large scale event for education providers at Stockport Town Hall at which a great deal of interest was registered.

The Student Governors told Corporation that, as Student Ambassadors, they had worked at the recent Open Days/Evenings alongside many fellow students. Very good feedback was received from attendees on the welcome they received at CAMSFC.

Apprenticeships

Governors noted that the College has now received official confirmation from the ESFA of its removal from the provision of apprenticeships.

MP Visit

Mary Robinson, MP for Cheadle, paid her annual visit to the College in October. Her visit coincided with a Pathway CTM event, hosted by CAMSFC. Pathway helps to support 16 to 18 year olds through their journey beyond college. 54 students attended the event.

Governors thanked the Acting Principal for her report.

	Actions or Resolutions	Owner	Timescale
A	<ul style="list-style-type: none">Governors to be advised on how lost teaching hours due to strike action will be recorded against prescribed teaching hours	Acting Principal	12 Dec 19
A	<ul style="list-style-type: none">Training session on the new EIF to be arranged for Governors	Clerk	Dec 19

7. POLICY UPDATES

No policies were presented.

8. AOB

Organisational Readiness for T Levels

The Clerk advised Governors of the availability of free training events in relation to the above. Details had been circulated via email earlier in the week. Although the College is not currently planning to offer T Levels, the situation may well change post merger.

The Acting Principal enquired as to whether the Opportunity Pass (Our Pass) for 16 to 18 year olds was to be offered to students in High Peak.

Gareth Turner, who is employed by TFGM, explained that during the current two year pilot the pass was exclusively for students from Greater Manchester, given that it is funded by the GM Mayor and the ten GM Local Authorities. TFGM have been contacted by a number of High Peak residents, including the local MP, about this issue and have provided the above response. Gareth Turner also noted that TFGM has offered to meet with Derbyshire County Council to discuss options should the pilot continue beyond the initial two year term.

Kaya Dillon, Student Governor, is a member of the Greater Manchester Youth Combined Authority (GMYCA). She advised Corporation that the lack of travel support affects the ability of students in High Peak to volunteer at weekend events in College and elsewhere. She undertook to raise the issue in relation to the Our Pass pilot at a future GMYCA meeting and to continue to feedback

to Gareth Turner.

**Kaya Dillon and Fatma Shami left the meeting*

DATE OF NEXT MEETING

12th December 2019

Signed

(Chair)

Dated