

CORPORATION BOARD MEETING

CONFIRMED MINUTES OF THE MEETING HELD ON TUESDAY 7 FEBRUARY 2017 AT 5.30PM ROOM D21a, CCN, IPSWICH ROAD, NORWICH, NR2 2LJ

Present:

Matt Colmer (Chairman), Andrew Barnes (from 6:20pm, Vice-Chairman), Corrienne Peasgood (Principal), Andrea Blanchflower, Jill Lanning, Bree Sherwood, Ben Hoven, Ian Webb, Rebecca Perry, Zak Virgin, Jared Carpenter

Attendees:

Jerry White (Deputy Principal), Helen Richardson-Hulme (Director of Student Services), Clare Johnson (Clerk to the Corporation, Minutes), Catherine Lee (Student), Ryan Easter (Student), JJ Ralph (Student)

1. Student Voice

The Board were joined by students C, R and J who are all second year A-Level students. Matt Colmer asked each of the students to give a brief introduction to the Board:

C is currently studying Psychology, Biology and Maths and previously studied at Wayland and was linked to CCN through Wayland. C highlighted that is a very supportive, relaxed environment at CCN and feels she is respected and treated like an adult which enhances her experience here. C is hoping to go on to University to study Psychology.

J is currently studying Sociology, Creative Writing and Media and previously studied at Lowestoft High School. J choose to come to CCN when his family moved into the area and shared how accommodating CCN are relating to J disability and feels he is treated equally and his disability does not hold him back. J is hoping to go on to University to study Law.

R previously studied his AS at CNS but unfortunately did not finish due to medical reasons; Ryan decided to study his second year at CCN. R is currently studying Chemistry, Biology and Business and has felt that CCN have been really supportive. R noted that culturally there is a big difference compared to CNS; CCN is more supportive and relaxed. R would not hesitate to recommend CCN as it has exceeded his expectations.

Jill Lanning asked the students what the advantages were to being at CCN?

C felt it was a great benefit that the teachers only taught specific subjects and felt that the advice they were able to offer was specialist; as opposed to teachers that taught a number of subjects.

R highlighted how the tutors really care about what the students achieve and challenge them to continuously improve.

Matt Colmer asked the students what experience of work and/or placements the students have experienced?

C highlighted the Futures Week which includes a 2 day placement however felt it would be better if this was longer such as 2 weeks; 1 week placement and 1 week additional activities and workshops.

Corrienne Peasgood asked how challenged the students are to achieve? C confirmed students are definitely challenged and tutors are continuously encouraging students to achieve better grades. J confirmed assessment, essays and exam questions are all ways marked by the following lesson which is beneficial as feedback is quickly received.

Matt Colmer noted that CCN are continuously challenged to manage costs throughout the College, Matt Colmer asked if the students have examples of this of impacting on the student experience such as materials available or spaces inadequate. C confirmed materials are never held back and availability or quantity is not a problem.

R highlighted that the tablets available in the Science department are quite slow which is a hindrance. R also noted that it would be useful to have textbooks that could be loaned out to students instead.

Matt Colmer thanked the students for attending, for sharing their views and their input into the meeting.

C, R and J left the meeting at 5:45pm.

2. Apologies for Absence

Apologies were received from Jerry White.

3. Declaration of Interest

There were no new declarations of interest declared at the meeting.

4. Minutes of the meeting held on 13th December 2016

(Paper 01)

The minutes of the meeting held on 13 December 2016 were agreed as a true record of the meeting and signed by the Chairman.

5. Confidential Minutes of the meeting held on 13th December 2016

(Paper 02)

The confidential minutes of the meeting held on 13 December 2016 were agreed as a true record of the meeting and signed by the Chairman.

6. Matters Arising

(Paper 03)

Action 1: JW to present the Quality Report including the national averages comparative data to confirm final position to Curriculum and Standards on 17th January 2017 and Board on 7th February 2017. *In Progress; awaiting National Averages.*

Action 2: CJ to arrange for the Risk Register to be presented to the Committees and Board annually, during January and February. *Action completed.*

Action 3: C&S Committee to discuss the use of ILP's in further detail (related to 15/16 target 3b) once the Curriculum Link Form from Andrea Blanchflower/6FC is available for review. *In Progress.*

ACTION 1: JW to present the Quality Report including the national averages comparative data to confirm final position to Curriculum and Standards when national average data is available (JW).

ACTION 2: C&S Committee to discuss the use of ILP's in further detail (related to 15/16 target 3b) once the Curriculum Link Form from Andrea Blanchflower/6FC is available for review (CP).

7. Chairman's Remarks

Matt Colmer confirmed the meeting will need to be finished for 6:30pm so that Ofsted inspectors can meet with the Chairs, Clerk, Staff and Student Governors.

8. Principal's Update

Corrienne Peasgood confirmed that the management team have been focusing on working with Ofsted this week but Corrienne and Matt Colmer have still been working on the Area Review requirements as we are between Steering Group 3 and 4.

9. Section A

9.1 Quality Report including SEN Reforms and EHCPs (Paper 04)

The full Quality Report was received and noted. Corrienne Peasgood confirmed that some new data sets have been included within the report going forward.

Key points were highlighted as follows:

- 16-19 accountability measures have been analysed in detail by NES Business Data team who have been extremely helpful
- A-Level Performance has a negative value added score of -0.23 – this figures relates specifically to 18 year olds who have finished A2. This figures includes students who studied their AS elsewhere and joined us to complete their A2. If we remove this group of students the value added score is -0.07. We understand this VA figure is low however there are a lot of individual stories impacting this.
- Applied Technical Qualifications has a positive value added score of +0.06
- English and Maths has a negative value added score of -0.40 for English and -0.26 Maths. This was to be expected however the correlation for cohort size and value added shows our progress does correlate. The November resits will positively impact this.
- In year retention is showing an improvement
- The FE induction results were presented and discussed in details at Curriculum and Standards
- TLA Review was due to take place on Thursday 9th February 2017 however this may be delayed as Ofsted will still be inspecting
- Strategy Action IA4: *Develop our ability to evidence the impact on students of Personal Development, Behaviour and Welfare activities they undertake* – Corrienne Peasgood noted that during discussions with Ofsted she has developed a really positive idea for this action and will carry this forward
- Section 5 of the report details the 2016/17 update (third update to date) for Governors relating to the SEN reform

9.2 Finance Report (Paper 05-08)

The full Finance Report was received and noted. The reports were reviewed by the remaining Governors post the formal end of the meeting due to the parallel meeting with Ofsted.

9.3 Fees Report (Paper 09)

The Fees Report was received and noted. Key points were highlighted as follows:

- Clare Johnson confirmed for Matt Colmer that the Business Committee voted via BoardPad and approved the report to be presented to Board
- Andrea Blanchflower queried the year and HE fees referred to in the proposal? Corrienne Peasgood confirmed this should be 2018/19 and not 2017/18.

Matt Colmer asked the Board for approval of the Fees Report, following minor amendments as discussed. The Board confirmed the report was approved.

ACTION 3: JW to amend the Fees report to ensure dates referred to are 2018/19.

9.4 Risk Register (Paper 10)
The Risk Register was tabled and reviewed by the remaining Governors post the formal end of the meeting due to the parallel meeting with Ofsted.

9.5 Student Voice Report (BH) (Paper 11)
The Student Voice report was received and noted. The reports were reviewed by the remaining Governors post the formal end of the meeting due to the parallel meeting with Ofsted.

10. Section B

10.1 Well-Being and Inclusion Report (Paper 12)
The full Well-Being and Inclusion report was received and noted. The reports were reviewed by the remaining Governors post the formal end of the meeting due to the parallel meeting with Ofsted.

10.2 Area Review Update
Please see confidential minutes for additional information with regard to agenda item 10.2.

10.3 Modern Slavery Act Statement (Paper 13-15)
Andrea Blanchflower noted that the living wage reference in the statements are misleading and felt this needed clarifying. Corrienne Peasgood confirmed she would discuss this with Jodie Mitchell.

Jill Lanning queried how we might deal with students or their families that might be subject to slavery. Helen Richardson-Hulme confirmed concerns would be managed through the Safeguarding team and support put in place to help.

Andrea Blanchflower suggested that point 5 (Page 2, Short Statement) relating to targeted training is a heavy obligation to place on ourselves and feels this needs amending.

Matt Colmer asked the Board for approval of the Modern Slavery Act Statement, following minor amendments as discussed. The Board confirmed the statement was approved.

ACTION 4: Jodie Mitchell to review the Modern Slavery Act Statement relating to the living wage employer statements and targeted training obligations.

10.4 5 Minute training update on Opportunity Areas
The update regarding Opportunity areas was not given.

11. Section C

11.1 Minutes of previous Committee Meetings (Paper 16-20)
The Committee minutes were received and noted. The minutes were reviewed post meeting.

12. Other Urgent Business
No items were raised.

13. Confidentiality
Please see confidential minutes for additional information with regard to agenda item 10.2.

14. Date of Next Meeting
28th March 2017 at 5:30pm

The meeting closed at 6:15pm.

Signed **Date**
(Chairman)