

**CONFIRMED MINUTES OF THE MEETING OF THE CORPORATION BOARD
HELD ON FRIDAY 11 NOVEMBER 2016
HELD IN THE COMMITTEE ROOM, MIDDLESBROUGH CAMPUS**

Present

Graham Robson	Chairman
Patrick Smith	Vice Chairman
Jane Rapley	Independent Member
Robin Simmons	Independent Member
Ian Butchart	Independent Member
Ian Swain	Independent Member
Charly Butler	Staff member
Phil Trotter	Co-Opted Independent Member
Sarah Fawcett	Independent Member
Kieron Goldsborough	Independent Member

Also in attendance

Stuart Slorach	Vice Principal Resources
Jackie White	Clerk to the Corporation
Paul Braine	for agenda item 2.3
Patrick Chapman	Head of Employability and External Relations
Trisha McKenzie	for agenda item 2.3
John Waddington	for agenda item 2.1 and 2.2
Mike Wheaton	Head of HE Curriculum

16.001 WELCOME AND INTRODUCTIONS

The Chairman welcomed members to the meeting. The Chairman discussed with members that he wished to take agenda item 6.6.1 first on the agenda. The Chairman with support from the other members of the Search Committee advised that following a number of interviews for new governors the Search Committee wished to recommend Kieron Goldsborough and David Hughes for appointment to the Corporation Board. The Chairman outlined the key skills and experience which both of these candidates brought to the Board.

The recommendation to appoint Kieron Goldsborough and David Hughes as Independent Members of the Board was APPROVED.

Clerk

16.002 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Denise Ogden Independent Member, Andrea Goodwill, Staff Member and Marius Hanzak Student Governor.

16.003 **QUORUM**

The meeting was quorate in line with standing order 8.1 Meetings of the Corporation Board and its committees shall be quorate when 40% of the total membership of the Governing Body or its committee, excluding vacancies, is present, except where otherwise stated within the terms of reference for that committee.

16.004 **DECLARATIONS OF INTEREST**

There were no further declarations made in relation to the agenda.

16.005 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 1 July 2016 were agreed as a correct record subject to the following amendments:

Page 1, Present, Phil Trotter to be added

Page 2, GB15 110, Members Issues, 2nd paragraph insert into this paragraph that Jane Rapley advised that she had commented that she had also visited the Fashion stand and commented that it was not up to standard.

Page 3, GB15 111, Principals Report, 3rd paragraph, insert “compulsory” after made.

Page 4, GB15 111, Principals Report, 1st paragraph, 2nd line, Rapey to be replaced with Rapley.

Page 4, GB15 111, Principals Report, delete paragraph 6.

Page 10, GB15 120 Proposed Revenue and Capital Budgets 2016/17 and 2017/18, final line, “but” to be replaced with “and”.

Page 11, GB15 120, Proposed Revenue and Capital Budgets, 2016/17 and 2017/18, 5th paragraph, “review” to be replaced with “revenue”.

Page 11, GB15 222, Financial Regulations, 1st line, insert “Resources” following Principal.

Page 13, GB15 126, Derterminations to be replaced with Determinations

16.006 **MATTERS ARISING**

The following matters were discussed:

Min Ref: GB15 107, Declarations of Interest, the Clerk removed Mark Stokeld interests from the declaration of interests.

Clerk

Min Ref: GB15 108, Matters arising, GB15 092, the Audit Chair confirmed that a discussion on E&D and Safeguarding was included on the agenda for the next Audit Committee meeting.

Min Ref: GB15 108, Matters arising, GB15 092, Mechanisms for feedback in relation to buddy meetings was on the agenda for discussion under the item 6.9

Min Ref: GB15 108, Matters arising, GB15 101, review governor recruitment plan and insert a form of words to offer the opportunity to bring back governors who have fulfilled their term of office is still outstanding.

Min Ref: GB15 111, Principals Report, the Clerk confirmed that there was a discussion regarding curriculum and estates at the Strategy day.

Min Ref: GB15 111, Principals Report, the Clerk confirmed that key themes on estates were discussed at the Strategy day.

Min Ref: GB15 111, Principals Report, the Clerk confirmed that a high level enterprise strategy was included for discussion at the Strategy day.

Clerk

16.007 **MEMBER'S ISSUES**

The Chairman offered members the opportunity to update the Board on issues not covered under the agenda.

Chairman discussed that one of his buddies didn't turn up for the second time running so was unable to have an academic discussion. However he did discuss the possibility of Jane being a governor and she discussed if she was chosen she was keen to serve. There was a discussion on trips away and the success of a student involved in costuming for the Victoria TV programme. Jane discussed wanting to a previous student to come back and do some teaching but unfortunately the ones Jane contacted are all working.

Patrick Smith and Ian Butchart spent time with Neil and Tony, who discussed their wish list for less hours teaching and shared some general observations that courses at FE could be more aligned to HE. Ian added Mike Boyle did not turn up but recognised he was new to the programme. Neil discussed that he was disappointed that an appointment was not made to the interactive media post at Hartlepool and the need to move this forward. Ian discussed that they also met some students and discussed employability.

Ian Swain met with Ruth and Claire and it was a positive meeting. Student numbers are a little down but some positives with students going to Hartlepool next year. There was a discussion regarding the new building and they were pleased with provision that they will get. Talked about destination analysis and again some good information. Discussed name change and there was a preference expressed. Ian discussed

some concerns which were raised regarding student accommodation currently.

Sarah met Safeguarding and E&D and discussed student services in the wider aspects. 80% of FE students last year contacted student services for pastoral support. Sarah explored the reason for this and was advised that following a comparison had been undertaken across other organisations and it was apparent that this was common and related to young people coping mechanisms with normal issues. The Chairman discussed that he had listened to a programme yesterday regarding young people contacting childline and the support young people's are requiring. Sarah discussed some issues regarding emotional resilience and how this is being tackled. Teresa is exploring how we can support these young people.

Robin met with Sue, Ben and Frances, he commented that the discussion was broad about lots of things but most of conversation was regarding progression between FE and HE. Ben discussed that a lot of his intake are students from outside the immediate area. There was a discussion on how to encourage FE students to be aware of the provision at Hartlepool and strategies for doing this.

Jane had an informal chat with some issues on the agenda with Pat Chapman.

Kieron Goldsborough discussed that he was pleased see to the press coverage of the new building at Hartlepool.

16.008 PRINCIPAL'S REPORT

The Principal referred members to his report and drew member's attention to the issue relating to student retention and achievement for 2015/16. Members noted that there has been significant improvement in relation to FE retention in 2015/16. With regard to HE retention there has been a very slight improvement in the in year retention in Level 5. FE student enrolments are slightly down when compared with last year but members noted that this should not affect the funding for 2017/18. Level 4 numbers at HE are disappointing and a significant factor in this issue was the FE to HE progression.

Staff restructuring was discussed and Ian Butchart commented on the issues highlighted by the Principal with regard to the Summer case and asked if based on the issues highlighted whether we need to make different assumptions for future provision. The Principal explained that it was a difficult situation and discussed the specific issues with regard to the case. Following this the Board confirmed that it was satisfied that management had undertaken sufficient due diligence and the Board ENDORSED the action taken by the Chair with regard to the settlement made to a member of staff. With regard to the staff restructuring undertaken in Autumn Ian Butchart asked if the Principal was clearer on the full costs and

the Vice Principal Resources confirmed that there was a small amount of pension costs to be included in the figures. The Principal highlighted the OFFA Agreement 2018 to members and asked for delegated authority to be given to the Chair to approve the agreement outside of the Board meeting due to the timescales involved. The Corporation Board APPROVED to delegate approval of this agreement to the Chairman.

With regard to the HE experience workshops, the Principal confirmed that 270 students from Green Lane had attended the workshops. Of those students who attended 75% of them reported to have had experienced something new and 80% of them reported that they had had a positive or very positive experience.

Finally the Principal discussed the issue raised under Members Update with regard to HE student accommodation. Members noted that there were some domestic issues with one student and other students which resulted in an incident. Support is provided by Thirteen who dealt with the concerns. The College is looking at a new approach to allocating individuals to accommodation.

The Board NOTED the Principal's Report.

16.009 **KPIs**

Charly Butler spoke to the previously circulated report and drew member's attention to the supporting narrative.

Sarah raised that level 4 recruitment figures differ from Principal's report and Charly confirmed that her report includes new recruits.

The Corporation Board RECEIVED the KPIs.

16.010 **LOCAL AREA REVIEW**

The Principal gave an update on the Local Area Review in his Principal's report.

The Corporation Board NOTED the update on the LAR.

16.011 **SELF ASSESSMENT REPORT AND QUALITY IMPROVEMENT PLAN**

John Waddington, Head of HE attended the meeting and spoke to his previously circulated SAR report which provides a summary setting out the College's FE academic performance for the year together with the College's formal judgement of the grades that it believes would be applied if an Ofsted inspection were to take place. This year the College's assessment is that it should be graded 'Outstanding'.

The Quality Improvement Plan (QuIP) sets out the actions that should be undertaken by the College to address any issues identified in its SAR.

Jane questioned the comment in the document relating to student perception of behaviour which is low, John confirmed that the question asks do you think the behaviour of others in the College is good, and students felt others didn't behave in an appropriate manner. He advised that he thought that this related to a group of learners who in the first 6 weeks were using the atrium in a manner which was not appropriate and this has now been addressed.

Sarah raised a question with regard to page 13, destination not known = 61 and why we don't know where they went. John explained that on the last day all staff know what the intentions are of the students, but this data is actual destinations which is collected by Charly and sometimes the College is not able to get in touch with former students.

Sarah also discussed that on page 12 there is a reference to prestigious institutions and whether it was appropriate to use this reference as what did prestigious actually mean and whether to replace this with well known.

Ian Butchart commented on page 20 with regard to teaching observation and John confirmed that the process for teaching observation was reviewed and more rigor introduced. Further review of the system introduced a more developmental rather than just procedural process.

Ian Butchart suggested this explanation be included in the document.

Phil commented on page 43, leadership and management, and discussed that some mention of what the Board does with teaching and learning should be included. John advised that Ofsted are increasing their brief on what governors are doing on teaching and learning and would review this.

Ian Butchart discussed page 23 and asked John how many teachers have industry practice and that the number or percentage should be included. John discussed that this is quite difficult to ascertain and Ian suggested that the comment be changed if appropriate.

John
Waddington

Ian Butchart commented on page 46, and asked whether there is there a need to include something around library and student services as the auditors were complementary around the library. John agreed to include this.

John
Waddington

The Chairman commented that the quality improvement plan is lengthy and asked John whether it was achievable. John commented that he is conscious that if Ofsted attended they would be keen for the College to recognise the areas of improvement and this is demonstrated in the report.

The Chairman asked whether Ofsted will look back at previous years and what we have done with this. John confirmed they would and that it was covered in the report.

The Corporation Board APPROVED the SAR and QIP subject to the changes discussed.

16.012 **SAFEGUARDING ANNUAL REPORT**

John Waddington spoke to his previously circulated report and members noted that the report outlines the ways in which safeguarding has been introduced, associated staff training and the use of the new policy and associated procedures and the new Prevent Duty placed on Colleges.

Sarah commented that she is assured that the team are on top of this agenda and complimented them on the diligence working on this area.

Ian Butchart asked Sarah if she would you still like the Audit Committee to review Safeguarding and Sarah discussed that she would like the external assessment.

The Corporation Board NOTED the Safeguarding Annual Report.

16.013 **RESULTS OF THE NATIONAL STUDENT SURVEY**

Paul Braine, Academic Registrar attended for this agenda item and spoke to his previously circulated report. Members noted that the NSS is the key national exercise to assess undergraduate satisfaction within the UK. In future the NSS will also provide data in relation to the TEF. Members noted that overall the College has seen an improvement in the College results with overall satisfaction at 90%. The College estimates that it would be ranked in the Times Higher Education approximately 20th.

Robin commented that it was a good positive report, however there is a need to emphasise that the NSS will be important going forward, there is still some substantial variability with two outliers and going forward we need to think about how we reduce this. Mike Wheaton discussed that this was the first year that level 6 did participate and agreed with Robin's comments but felt that had they not input the results might have been different. Informative feedback has been introduced so it is clear on where the student stands.

Robin also commented if there a standardised time for feedback and Paul confirmed that it was 4 weeks.

Ian Butchart asked how has this been fed back to others and will they be asked what their views are and how are they taking this forward. Mike confirmed that there are procedures in place to manage these issues. Paul discussed that with regard to the Library the results table would be issued to heads of

departments to go through and look to see what students have said and what scores have been received.

The Corporation Board NOTED the NSS results

16.014 **TEACHING EXCELLENCE FRAMEWORK**

The Principal spoke to his previously circulated report and members noted that the TEF is a key element of the Higher Education Bill. The intention is that the TEF will be phased in over a number of years. Initial participation will allow participating institutions to increase HE tuition fees. Members noted that based on the College data it shows a positive picture and the College would hope to achieve a rating of “Silver”.

Patrick Smith asked if the outcome was a surprise and the Principal commented that he was hopeful that the data would be positive but without knowing the details of the metrics we didn’t know and that given that we are strong silver we should go for it.

Robin commented that he supported participating this year and that it is unlikely we will get a gold but the conversation we should be having is about being a silver/gold rather than a silver/bronze so we should be pleased to be in the first category.

Phil commented that it is a shame that silver covers 60% as we are in the crowd but its better to be there than not.

Sarah commented that organisations are trying to argue themselves up so if there is anything we can explore in a bit more detail it is worth doing this.

The Chairman asked how easy this process is and Paul Braine commented that it is early days, apart from the amount of guidance that keeps being produced and trying to understand and read through them, the process seems fairly straight forward.

Pat Chapman commented that the quality and validity of the DLHE data was questionable and if we maintain our performance for another year we will be at 96% and would take us into a double plus again.

The Corporation Board NOTED the TEF and ENDORSED the College intention to apply for a TEF assessment

16.015 **HE DEVELOPMENT PLAN**

The Principal spoke to his previously circulated report and members noted that the College has prepared several detailed HE development plans over the past 5 years since the QAA review in November 2011. Since that time the College has transferred validation arrangements from Teesside University to the Arts University Bournemouth and has undergone a

Higher Education Review by QAA. The College is due to complete a further Institutional Validation with ABU in April 2017 as the College approaches the end of its first five year validation agreement.

Ian Swain commented that it was great to see TDAP back on the agenda again and confirmation of the timescales.

Robin and Jane agreed that it is important to have the momentum going and again timescales are important to revisit.

Phil commented that he is assuming that we feel confident in overall terms with our relationship with AUB and the Principal discussed that they are being very supportive.

The Corporation Board NOTED the HE Development Plan report.

16.016 HE ACADEMIC BOARD

The Principal spoke to his previously circulated report which examines the need for the role of the HE Academic Board to develop as part of the process of establishing an effective deliberative structure, necessary to support a move to Accreditation by AUB in 2019 and ultimately a TDAP applications. It proposes changes to the administration of the HE Academic Board to align it with other College committees whilst retaining an oversight role for the clerk in order to assist in ensuring effective communication with the Governing Body. It also proposes the adoption of slightly amended Terms of Reference to reflect this change.

The Principal discussed that Jill Fernie-Clarke and Pat Chapman needed to be added to the membership of the Academic Board.

Principal /
Academic
Registrar

Robin commented that the HE Academic Board needs to have teeth and will sometimes prove problematic and need to develop the culture and build it up.

Jane commented that it is about having the confidence to debate issues and being robust about the sorts of decisions it is taking and being confident about it.

The Chairman commented that there are issues with existing staff and perceptions of roles and what they need to achieve, and asked the Principal if he had any changes in mind already with structure. The Principal commented that he has started to discuss this and it will be interesting when Carol Harris starts in the Fashion role. The programme staff don't necessarily see that they are not stepping up to the mark and the management will often fix the issues and therefore staff are not aware of these issues.

Mike commented that the College took too many of AUB processes and structures and the institution is too small to

operate in this format. He had held a meeting with staff last night and discussed the validation programme and explained that by taking control of their planning and programme and having ownership of this is TDAP.

Robin commented that it is ruthless out there in terms of rivals and competitors with regard to scholarly and research activity, and that the College needed to make some hard decisions regarding who is on the bus and who is not.

Mike commented that we are doing and what fits us rather than using AUB's processes and QAA said we need to design our own institution.

Robin commented that it is partially a cultural change as the shift that needs to be undertaken is that you move from delivering ideas to creating ideas.

Mike commented that where we have small programme teams it is very hard to do TDAP in the way we would like them to be as they are spending so much time teaching and being members of committees, but we can look at clustering across areas to build infrastructure.

Sarah asked for clarity around the HE Academic Board and whether it will still be a committee of the Corporation Board and the Principal confirmed it will be.

Jane left the meeting.

The Corporation Board APPROVED the Terms of Reference for the HE Academic Board and NOTED the update.

16.017 **HE TEACHING AND LEARNING OVERVIEW OF APPROACH**

Tricia McKenzie attended the meeting and spoke to her previously circulated report. Members noted that the report provided members with a broad overview of the learning and teaching process in HE at the College and an insight into how the College's HE quality processes operate.

Ian Butchart commented that at his buddy meeting he had mentioned the module handbook and got a quizzical look back. Mike confirmed that programme leader should be able to provide this to you.

It was discussed by Mike that a training session in February on how to access this information on programmes could be provided.

The Corporation Board NOTED the HE Teaching and Learning approach

Mike
Wheaton /
Clerk

16.018 **HEFCE ASSURANCE STATEMENT**

The Principal spoke to his previously circulated report and members noted that HEFCE has imposed new responsibilities on governing bodies in respect of assuring the quality of teaching and learning.

The Corporation Board APPROVED that the assurance statement can be made by the Principal following scrutiny and review of the Annual Overview Report by the HE Academic Board.

Clerk /
Principal

16.019 **COLLEGE NAME**

Patrick Chapman spoke to his previously circulated report and members noted that the paper set out recommendations from the renaming of the College following the research conducted in August and September by YouthSight. The research highlighted the need to re-name the college with particular regard to the HE market and whilst indicating that the FE market was more conservative in its attitude to change.

Sarah asked if the College would design the branding in house and Pat confirmed that we can.

Sarah also asked what will happen to timescales if there is any objections. Pat confirmed that the consultation process is a formal process which needs to be followed and if we do receive any negative feedback / comments we will still submit an application to the Department with the comments.

Ian Butchart commented whether it was time to use the Campus sites as part of the address statement so its clear that we have both provisions. Pat commented that it was worth considering as part of branding.

Kieron commented that he loved the name, it was inspirational and covers a broad spectrum, however he did have concerns around capacity for managing the process in house and for a school of art it needs to be sport on. Pat discussed that he felt it is managing in terms of skill set we would seek advice where we need it and seek support to deliver if appropriate recognising the need for a project manager.

Kieron commented that the timescales were very ambitious and the Principal suggested that we could phase some of the timings. Pat commented that it is important that we have a swift and clean process for the rebrand.

Ian Swain commented that he liked Northern School of Art but would like to understand why Northern School of art and design had been discounted. The Principal commented that it was thought to be crisper, bolder and clearer. Pat commented that the trend amongst HEI is to rebrand facilities to art not art and design.

The Principal commented that he recognised that there was some concerns raised by members and it is important that the project plan be brought back to the Board with full costs at the December meeting to address the issues raised with regard to phasing of some elements of the project and capacity.

The Chairman also asked if we going to consult with stakeholders in the North West and Pat confirmed we were.

The Corporation Board APPROVED to change name of College to the Northern School of Art

16.020 DESTINATION OF LEARNERS IN EDUCATION REPORT

Pat Chapman spoke to his previously circulated report and members noted that the report presets the results of the latest Destinations of Leavers of Higher Education survey which is in respect of the cohort graduating in 2015.

Ian Butchart commented that the proportion of people for further study was lower than employment and was this based on the sample size or do we not have a lot of graduates going on to further study as we don't provide it ourselves. Pat commented that it was not the sample size and that it generally related to preparing them for post graduate study.

Phil commented that it is understandable as we do focus on getting people into employment.

Sarah and Robin also commented that it was understandable as we don't provide post graduate study here.

The Corporation Board NOTED the Report on HE Leaver Destinations.

16.021 CLIENT RELATIONSHIP MANAGEMENT

Pat Chapman gave a verbal update on the client relationship management (CRM) system and members noted that the system had been installed on machines and pro engage is in place which will be used to drive our relationship management around two key business areas – student recruitment and engagement with industry. Training on the use of it has been provided. Information is now migrating from existing systems.

The Corporation Board NOTED the update on CRM.

16.022 CHANGES IN ACCOUNTING POLICY

The Vice Principal Resources spoke to his previously circulated report and members noted the new accounting regulations have now come into effect with the introduction of FRS102. Members noted that there are options available to the College in how it accounts for assets and capital government grants and after review by the Vice Principal Resources it is recommended that the accruals method of accounting for this part of the accounts is adopted.

Patrick Smith questioned whether the change affects our banking covenant and the Vice Principal Resources confirmed that it didn't.

The Corporation Board APPROVED the recommended accounting policy for the treatment of capital government grants.

16.023 **DRAFT YEAR END POSITION**

The Vice Principal Resources provided an update on the year end positions which set out that the year to date results to September for the 2016/17 financial year are showing an operating loss of £435k which is better than the budgeted loss by £114k. Cash balances are £2.9m due to receipt of cash in advance of claims from TVU.

The Corporation Board NOTED the draft year end position

16.024 **MANAGEMENT ACCOUNTS**

Members received the Management accounts for 2 months ending 30 September 2016 for information.

Sarah questioned the table on page 3 with regard to pay expenditure and if pay costs is 104% of income. The Vice Principal Resources confirmed this was due to the profiling of income as there is no teaching in August.

The Corporation Board NOTED the Management Accounts.

16.025 **CHANGES TO THE INSTRUMENT AND ARTICLES**

The Clerk spoke to her previously circulated report and members noted that the suggested changes to the Instrument & Articles with regard to proceedings of meetings and appointment of staff members.

The Corporation Board APPROVED the changes to the I&As.

16.026 **BOARD EVALUATION 2015/16 PROPOSAL**

The Clerk spoke to her previously circulated paper which set out a proposal to undertake a formal self evaluation of the Board's effectiveness using an external facilitator. It was proposed that the Clerk apply for funding from the National Leaders of Governance to facilitate this process.

The Corporation Board APPROVED the proposal for an external review of Board Effectiveness.

Clerk

16.027 **REVIEW OF COMMITTEE EFFECTIVENESS**

The Clerk spoke to her previously circulated report which set out the review of effectiveness undertaken by the Audit Committee and HE Academic Board.

The Corporation Board NOTED the Committee self evaluations.

16.028 **REPORT ON THE USE OF THE SEAL**
 The Clerk spoke to her previously circulated report which set out that the Seal had been used and an entry had been made in the register.

The Corporation Board NOTED the report on the use of the seal.

16.029 **GOVERNOR CODE OF CONDUCT**
 The Clerk spoke to her previously circulated report which set out the expectations of members to enable them to understand their ethical duties and assist them in carrying out those duties and in their relationship with the Corporation and Principal.

Pat Chapman discussed that the Secretary of State for Business, Innovation and Skills needed to be amended to Secretary of State for Education and Sarah confirmed that there were a few typos which needed to be amended in the document.

Sarah also raised that the comment on E&D needed to be updated but that this was a College statement in general that needed to be updated.

The Corporation Board APPROVED the Governor Code of Conduct subject to the above amendments. Clerk

It was agreed that once reissued members would sign the back page of the code and return this to the Clerk Members

16.030 **MEMBERS ISSUES FROM SEARCH COMMITTEE**
 The Clerk discussed that 6.6.1 had been covered as part of the welcome and introduction by the Chairman.

The Clerk commented that in regard to the staff nomination that due to the changes made by the Board with regard to the appointment of staff members an interview panel would be established to appoint the staff member. Clerk

16.031 **ANNUAL CYCLE OF BUSINESS**
 The Clerk spoke to her previously circulated report and members noted that Annual Cycle of Business of the Corporation Board.

16.032 **TERMS OF REFERENCE FOR SEARCH COMMITTEE**
 The Clerk spoke to her previously circulated report which set out the terms of reference for the Search Committee. Members noted that due to the re-establishment of a Search Committee the current terms of reference which included responsibility for governance was no longer relevant and these had been updated to reflect the new responsibilities of the Committee.

The Corporation Board APPROVED the Terms of Reference for the Search Committee.

16.033

REVIEW OF BUDDY PROGRAMME

The Clerk spoke to her previously circulated report which set out the responses from staff and governors on the buddy programme. The Clerk noted there were a few key themes and recommendations for the Board to consider.

Ian Butchart raised an issue with regard to what Ofsted require in terms of buddy / link schemes and the role of Governors.

Robin discussed that other non teaching areas such as student services have a key impact on the TEF and that perhaps a buddy should be allocated to back office functions.

The Corporation Board NOTED the review of the buddy programme and asked for further consideration of non teaching areas and buddies

Clerk / John
Waddington
/ Mike
Wheaton

16.034

REVIEW OF MEETING CONDUCT AND IDENTIFICATION OF ITEMS FOR INCLUSION IN THE RISK REGISTER

It was agreed that the College name and branding and the TEF be included on the risk register.

16.035

CONFIDENTIAL ITEMS

There were no issues of confidentiality.

Clerk

16.036

ANY OTHER BUSINESS

There were no further items of business.

16.037

DATE AND TIME OF NEXT MEETING

The next meeting of the Corporation Board will be held on Friday 9 December 2016 at 11.00am at the Hartlepool Campus.

All

Signed:

Name:

Date: