

Minutes of the Special Corporation Meeting held on Monday 13 May 2024 at 2:30pm at Bishop Burton College

Corporation Members	Appointed as	Chair/Vice	Apologies	Present until	In person/virtual attendance
Ian Sackree	External Governor	Chair			
Angela Moran	External Governor	Vice Chair			
Rebecca Brassington	Staff Elect			<i>Until end of Minute 23.59</i>	
Susan Hamer	External Governor				
Jim Harris	External Governor				
John Hurst	External Governor		Apologies		
Sharon Kirby	Staff Elect			<i>Until end of Minute 23.59</i>	
Bill Meredith	Ex-Officio				
Adam Milner	External Governor				Virtual
Emma Milson	External Governor				
Sheine Peart	External Governor		Apologies		
Peter Phythian	External Governor		Apologies		
Maxwell Robson	Student Elect		Apologies		
Antoni Simpson	Student Elect		Absent		
Martyn Thomas	External Governor				Virtual
Gray Towse	External Governor				
Ian Watson	External Governor				
In Attendance	Position			Present From / Until	
Kate Calvert	Deputy Principal HR & Organisational Services				(DPHROS)
Stephen Kelly	Chief Financial Officer			<i>Until end of Minute 23.59</i>	(CFO)
Kirsti Lord	Deputy Chief Executive and Deputy Principal			<i>Until end of Minute 23.59</i>	(DPCEO)
Sallyanne Pearson	Director of Governance				(DG)

23.56	Welcome and Apologies for Absence	
(a)	Welcome The Chair opened the Meeting and welcomed everyone.	
(b)	To receive apologies for absence Apologies for absence were received, with consent, from John Hurst, Sheine Peart, Peter Pythian and Maxwell Robson.	
23.57	Declarations of Interest	
(a)	To consider and declare , as required, amendments to the Register of Interest and any Conflicts of Interest Reference was made to the “Register of Corporation Members & Clerk Interests”, circulated as part of the Agenda Pack. Nothing further was noted.	
(b)	Declarations of Interest to items arising as part of the evening’s business Nothing raised. Note: In light of the Staff Elect Governor appointed to the Finance and Resources Committee being included in discussions relating to the pay award at the Committee Meeting held on 30 April 2024 Staff Elect Governors remained present for the discussions minuted at 23.59(c).	

23.58	Accountability Agreement: Delegation of Authority	
	Reference was made to the Annual Accountability Statement and Local Needs Duty included in the Agenda Pack.	
	To consider and approve the delegation of authority from the Corporation to approve the College's Accountability Agreement	
	<p>It was noted, for the record, that the Accountability Statement had been included for discussion as part of the Governor's Strategic Sprint/Training Day which had taken place on the same day.</p> <p>Key points noted, arising as a result of the day's discussions, included:</p> <ul style="list-style-type: none"> • it had been identified that an external partnership organisation, which the College worked closely with, was not referenced within paragraph 5 (Key Stakeholders). This is to be amended and included as part of a revised draft; • the Accountability Statement had been renamed to include explicit reference to the Local Needs Duty to reflect the obligations on the Corporation to comply with its duty under section 52B of the Further and Higher Education Act 1992; • the importance of the style, presentation and syntax of the Accountability Statement given that it was a forward-facing document that would be uploaded to the College's website. It was put forward that it was essential that the Accountability Statement was accessible and easily understood and the value of utilising the College's Marketing Department to achieve this was noted. <p>Discussion was then undertaken around the most appropriate mechanism to ensure the Accountability Statement and Agreement was approved, in full, in advance of the submission deadline of 30 June 2024.</p> <p>Given the timings/scheduling of the Committee and Corporation Meetings it was RESOLVED that a revised draft (incorporating the points noted above) of the Accountability Statement be provided to the Curriculum and Quality Enhancement Committee Meeting on Tuesday 11 June 2024 for further consideration. It was FURTHER RESOLVED that delegated authority also be provided to the Chair of the Corporation to APPROVE the Accountability Statement/Agreement thereafter which could include any further amendments/revisions requested by the Curriculum and Quality Enhancement Committee.</p> <p>ACTION: DPCEO to provide a revised draft of the Accountability Statement to the Curriculum and Quality Enhancement Committee to include points raised as part of the Meeting</p>	DPCEO
23.59	Outcomes from the Special Finance and Resources Committee Meeting	
	Reference was made to the Minutes of the Finance and Resource Committee Meeting held on Monday 13 May 2024 , the Report on the T Level Extension to Animal Management Unit to the Bishop Burton Campus, the Report on the Financial Forecast Position to 31 July 2025 and the Report on the Monthly Financial Account to 31 March 2024, all of which were circulated in the Agenda Pack. It was also noted that, following an enquiry from a Governor, the Proposal for Pay increase for who will not receive the National Minimal Wage increase (15 March 2024), Report was also circulated separately to the Corporation for their information in advance of the Meeting.	
(a)	To receive and consider the minutes of the Special Finance & Resources Committee meeting held on 30 April 2024	
	<p><i>This item was taken as confidential</i></p> <p><i>Rebecca Brassington, Sharon Kirby, Kirsti Lord and Stephen Kelly left the Meeting 2.58pm</i></p>	
23.60	Urgent Business: Transition Proposal	
	This item was taken as Restricted Confidential	

There being no further business the meeting closed at 4:11pm

Chair _____

Name _____

Date _____