

**Minutes of the Corporation Board
held on Thursday, 13 October 2016 at 5.00pm in the Board Room, Sketty Hall,
Tychoch**

Present:	Mr Colin Cornelius	Chair
	Dr David Ashelby	
	Mr John Britton	
	Mr Ryan George	
	Mrs Carol Green	
	Mr Meirion Howells	(Until Item 6)
	Mr Mark Jones	Principal
	Mrs Chantal Patel	
	Ms Fiona Rees	
	Mr Kieron Rees	
	Cllr Christine Richards	
	Judge Ray Singh	
	Mrs Susan Williams	
In Attendance:	Mr Mike Glover	Head of Finance
	Mr Paul Harris	Vice Principal (Corporate Services)
	Mrs Kay Morgan	Vice Principal (Academic Services)
Recorder:	Mrs Sharon Barron	Clerk to the Corporation

1 Apologies for Absence

Apologies had been received from: Mr Tim Clark, Mr Mike Day, Mr Andrew Donald, Mr Ceri Low, Mr Gary Williams, Mr Samuel Williams.

2 Welcome to new members

Members welcomed Mr Ryan George, Mr Meirion Howells, Mr Kieron Rees and Mrs Susan Williams to their first meeting of the Corporation Board.

3 Minutes of the Previous Meeting

The minutes of the previous meeting held on 30 June 2016 were **approved** as a correct record.

4 Principal's Report

The Principal presented his report.

Members noted the sector update noting: the Welsh Government's priorities for further education; the report from the 'Review of Higher Education Funding and Student Finance Arrangements in Wales', the Diamond Review; the response to the Welsh Government survey in relation to the FE Resilience Programme; and other regional developments and priorities identified by the Welsh Government.

Members commented on the potential opportunities for HE in the College with the outcome of the Diamond Review, and in particular the availability of maintenance awards for part-time HE study. The College was currently investigating opportunities.

The Board noted that in relation to FE pay negotiations for 2016-17 Colegau Cymru had made an offer on behalf of the sector of a 1% increase and was awaiting a response from the Joint Trade Unions.

The Principal reported on a number of current issues and sought the Board's views on a number of operational matters. These included the A level success rates, which had dropped from the previous year; ongoing discussions concerning joining a consortium for the work based learning tender for 2018-21; achieving the targets for Skills for Industry 2; relocating some vocational courses from the Gorseinon campus because of the pressure on space and facilities at that campus; and the introduction of new franchised HE provision with new Higher Education Institutions based in England.

Members commented on the decrease in the number of A and A* grades as a % of all pass rates, and were informed that this was being examined in the College and would be reported to the Curriculum and Quality Committee; that the potential impact on the community of moving courses from the Gorseinon Campus needed to be taken into account before decisions were taken; and the discussions which were ongoing with potential partners for a consortium for the work based learning contract tender which members supported.

The Principal sought members' views on: the College supporting 6th form provision particularly in schools in the North and East of Swansea; and engaging with partners such as Job Centre Plus and Careers Wales to make a contribution to the development of employability skills and the continued reduction of NEETs (Not in Employment Education or Training). Members commented in support of both proposals.

The Board noted that the number of full-time AS/A level learners had increased compared to the previous year, and numbers studying vocational programmes had fallen. Numbers of learners enrolling on Higher Education courses had increased.

The Board **noted** the use of the College seal for the partnership agreement for the European funded Cynydd programme led by Pembrokeshire County Council.

5 Annual Operational Plan 2015-16

The Board was provided with the final review of the 2015-16 Annual Operational Plan.

In summary members were informed that 95% of objectives were achieved or partially achieved. 49% of objectives had been fully achieved or progress against the objectives was as planned; 46% of objectives were partially achieved and 4% of the objectives were not achieved, or had no progress made against them and one further objective could not yet be measured.

In relation to staff annual appraisal, Mrs Kay Morgan indicated that she would provide further information to the next meeting on the number of appraisal's which had been undertaken.

The Corporation Board **noted** the report.

6 Strategic Plan 2016-2020

The Principal circulated the final draft of the Strategic Plan for 2016-2020.

The Corporation Board **noted** the report.

7 Operational Plan 2016-17

The Board reviewed the Operational Plan for 2016-17.

The Corporation Board **noted** the report.

8 Management Accounts for the Period ended 31 July 2016

The Board reviewed the Management Accounts for the year ended 31 July 2016, referred by the Finance and General Purposes Committee (Minute 12).

The Board noted that the College accounts and figures for Track Training Ltd were unaudited and subject to change; that the accounts showed a small surplus of £87,000 despite the College receiving a significant cut in funding from the Welsh Government of £3.5m; and that the operating cash surplus at £2,708,000 for 2016 (before exceptional and non-cash charges) was the highest since incorporation.

The Corporation Board **approved** the Management Accounts for the period ended 31 July 2016.

9 Estates Update

The Board received an update on progress with the College estates developments.

Members noted that planning approval had been received, and that the Welsh Government had confirmed that it would provide 50% of the funding, for the Tycoch Front of House development. Enabling works had taken place during the summer and the project itself would commence during the October half-term.

Work on the link road between Hill House and the Tycoch site had been suspended whilst a solution was sought to ground contamination discovered when work commenced.

Members noted that the Finance and General Purposes Committee had been concerned about the increasing costs associated with the proposal to contribute to the 3G pitch at the Loughor Rugby Club, and that the College would not progress further with this proposal. (Minute 5)

Work was progressing on a planning application for the Kingsway Centre (formerly the TSB building) and the College plans for the building had been shared with the City and County of Swansea Council to ensure that it complemented their plans for the area.

The Finance and General Purposes Committee had recommended that the Canolfan Y

Bont lease be extended for a further five years to 31 July 2022 to the Pontarddulais Partnership. (Minute 5.3)

Finally, the Board noted that the College had approached the Pobl housing association in looking at options to provide living accommodation for the planned increase in international students.

The Corporation Board **noted** the report and **approved** the extension of the lease as recommended by the Finance and General Purposes Committee.

10 Committee Reports

The Corporation Board **noted** the reports and **approved** the decisions taken at the following committee meetings with particular attention given to the items set out below.

.1 Audit Committee - 29 September 2016

The Corporation Board **approved** the Whistleblowing Annual Report and Policy, including the appointment of Mr Ray Singh as Designated Assessor.

The Corporation Board **approved** the number and identity of members of the Board.

.2 Track Training Board of Directors

The Corporation Board **noted** the minutes of the meetings which took place on 11 July 2016, 22 August 2016 and 3 October 2016.

.3 Search and Governance Committee - 4 October 2016

The Corporation Board **approved** the Governance Annual Report subject to amendment to update item 15 of the report prior to forwarding the report to the Welsh Government.

.4 Finance and General Purposes Committee – 6 October 2016

The Corporation Board had approved the Management Accounts for the year ended 31 July 2016 (Minute 8 above) and the Estates items (Minute 9 above) referred for decision.

11 Dates of Future Meetings

The next meetings would be held on 15 December 2016, 9 February 2017, 23 March 2017, 11 May 2017 and 29 June 2017.

Signed.....

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