



Minutes of the Corporation meeting held at the Hemel Hempstead Campus at 1700hrs on 12 February 2020

<b>Present</b>	Phil Berry	Irina Kendix	Richard Lewis
	Matt Luheshi	Chris Nicholls	Ben Stapleton
	Paul Thompson	Phil Thompson (Chair)	Gill Worgan (Principal)
	David York		
<b>In Attendance</b>	Ralph Devereux (Clerk)	Gary Dixon (DPQ)	Cath Gunn (Principal, Barnfield)
	Sarah Knowles (DP (P&D))	Eamonn McCarroll (DoF)	Tammy Nuthall (DP, Barnfield)
	Chris Pearson (Dir (SCA))	Louise Barden (Principal's PA)(Observer)	
<b>Apologies</b>	Guy Ainsley	William Phipps	Jada Powell

**PART ONE**

**42/19 ELIGIBILITY, QUORUM, DECLARATION OF INTERESTS**

The apologies were accepted. No notice had been received of any Member becoming ineligible to hold office, the meeting was quorate and there had been no interests declared.

**43/19 STANDING ITEMS**

- a. the Minutes (Part 1 & 2) of the meeting held on 11 December 2019 were confirmed for electronic signature; the Clerk to Action. **(Action 1)**
- b. Outstanding Actions. All actions from the last meetings had been implemented or were in progress.

		Status
	See referenced minute for full detail.	
Action 1	22/19a. Last minutes (13.11.19) confirmed for signature.	<b>Completed</b>
Action 2	22/19b AC ToRs approved.	
Action 3	24/19b. Thanks recorded to all in recent reviews.	
Action 4	24/19c. Special Corporation meeting may be called.	
Action 5	25/19. SAR and QIP noted.	

- c. Matters arising. There were no matters arising from the minutes.
- d. Urgent Business. There was no urgent business requested.
- a. **The information was received and noted.**
- b. **Actions had been identified.** (Register 51/19 below)

**44/19 PRINCIPAL'S REPORT**

The Principal's report covered detail outside the scope of the agenda, it had been circulated in advance and was received; there were no items for approval. During discussions, several points were considered further:

- a. Performance Dashboard. Details on the Dashboard and the Key Performance Indicators. (KPI) were noted. There were some questions including:

- (i) 16-18 Personal Targets and whether the 78% on track to achieve targets was an optimistic forecast, that number related to the last data collection point which had been in the autumn and the next would be taken in the near future; and
  - (ii) English and Maths indicator was “green” but the numbers from Barnfield College (BC) were considerably lower than WHC, and was there any estimate of when that gap would be narrowed or closed. The reorganisation of BC was working through and results were expected to start converging by the end of this academic year
- b. Nursery. The detail in the report was complemented with a verbal update, several staffing issues had recently emerged, including vexatious incidents, complaints, and isolated friction between staff members; these were being well managed and there were no unsafe or safeguarding issues. The complaints had been thoroughly investigated and no issues had been found.
  - c. Corona Virus. In response to a challenge, members were reassured that appropriate measures had been implemented in line with advice from Public Health England. Hygiene arrangements had been tightened and posters had been placed in strategic places.
  - d. TLevels. Notwithstanding the considerable sector-wide concern with the programme an Expression of Interest (EoI) in TLevel provision for 2022/23 had been submitted, an associated visit from Department of Education (DfE) had provided a useful opportunity for the College to express concerns about aspects of the TLevel curriculum e.g. expectations regarding English and Maths qualifications; the appropriateness of the proposed Transition Year.

**The information was received and noted.**

#### **45/19 KINGS LANGLEY CAMPUS (PART TWO) (CONFIDENTIAL) (Action 2)**

#### **46/19 NEW BEDFORD ROAD PHASE ONE**

An electronic presentation reviewing the processes that had led to this point in consideration of the New Bedford Road (NBR) site (Attached to the filed copy of these minutes) was delivered. The Corporation had approved the NBR Master Plan, together with enabling funding to RIBA Stage 3 and that had progressed, successfully completing necessary consultations and obtaining crucial approval of Sport England. Preparations for marketing of the 9 acre site for 104 homes had been completed and outline planning permission had been obtained; a Viability Impact Assessment (VIA) had been made, which had persuaded relaxation of the requirement for affordable housing and other Section 106 contributions. To date there had been ten offers although commercial sensitivity required that no further detail could yet be released; members could however take comfort that bids present a positive starting point for further negotiations. Funding for the project would hopefully be supplemented by a grant from the South East Midlands Local Enterprise Partnership (SEMLEP) although that would be dependent on other project underspends, together with robust but appropriate Value Engineering and future proofing. All this information led to the point where advancement to RIBA Stage 4 was necessary, together with agreement to S106 contribution and to secure the project financial agreements; a total of £850k. Members sought reassurance that this would not affect the Financial Health and that was forthcoming since:

- a. contractors would not be appointed until all funding arrangements were established and in place;
- b. the building function and design had been scaled to fit the finances; and
- c. the plans were not predicated on speculative funding or student numbers but were prudently and realistically based.

This was the time to proceed to the next stage since;

- d. the Planning Authorities and Sport England were enthusiastic;

- e. marketing of the land had received a solid interest;
- f. professional services had been obtained at competitive rates;
- g. this was the optimum time for SEMLEP funding; and
- h. the building would be ready for a September 2022 intake.

The issues were comprehensively considered and discussed informed by further statistics; some consideration was also given to linkage in the future development of Enterprise Way, but that would be after completion of the NBF Campus. Consideration had been given to expected growth in student numbers, the design incorporated ample accommodation, and the possibility of an accelerated Phase 2 remained. It was agreed that these proposals made absolute sense for the WHC Group and unanimous approval to proceed to RIBA Stage 4 together with associated funding of £850k was confirmed. **(Action 3)**

- a. **The information was received and noted.**
- b. **Actions had been identified.** (Register 51/19 below)

#### 47/19 GOVERNANCE

- a. The Regulatory Documents had been updated to reflect changes all highlighted in red type. Some notifications had been received in advance of the meeting:
  - (i) Corporation Register. David York's Term of Office ends on 18 November 2021; and
  - (ii) Scheme of Delegation. Item 42 (HAS Policy Approval) Decision Level is Level One.

Some further amendments were agreed:

  - (iii) Instrument and Articles (I&A) Clause 2 would be amended to read "a minimum of 8 members and a maximum of 10 members";
  - (iv) Standing Order 3.3. (SO) the statement re LGBT would be enhanced;
  - (v) SO 17 would reflect that visitors to meetings would be "by invitation"; and
  - (vi) SO 26 (3) would be amended to reflect that declassification of minutes would be considered by the Clerk /SLT;

The amendments were discussed and agreed for incorporation; all Regulatory Documents were then approved as amended w/e. **(Action 4)** Commitment to the AoC Code of Good Governance incorporating the SPH Remuneration Code was reaffirmed. **(Action 5)** The Model Statement at Annex 2 was also confirmed for Adoption. **(Action 6)**

- b. Phil Berry and Phil Thompson Terms of Office would be drawing to a close over the next few months, both were eligible for re-appointment and that would be sought at the appropriate time.
  - a. **The information was received and noted.**
  - b. **Actions had been identified.** (Register 51/19 below)

#### 48/19 MEMBERS

The Chair explained that he had now completed personal exchanges with all members (Excepting GA); nothing had emerged that should be brought to the Corporations attention.

#### 49/19 URGENT BUSINESS.

There had been no requests for urgent business.

#### 50/19 DATE OF NEXT MEETING

The next meeting would be at 1700 on 11 March 2020.

**51/19 ACTION REGISTER**

See referenced minute for full detail.			
<b>Action 1</b>	43/19. Last Minutes (11.12.19) confirmed for signature.	<b>Clerk</b>	<b>wie</b>
<b>Action 2</b>	45/19. PART TWO		
<b>Action 3</b>	46/19. Funding (£850k) to progress to RIBA Stage 4 approved.	<b>GW</b>	<b>wie</b>
<b>Action 4</b>	47/19a. Regulatory Documents approved as amended.	<b>Clerk</b>	
<b>Action 5</b>	47/19a. Code (GG & SPH Pay) compliance confirmed.	<b>Chair</b>	
<b>Action 6</b>	47/19a. Model Statement for OfS confirmed.	<b>Dof</b>	

*Ralph Devereux (Clerk) for Phil Thompson (Chair)*

First Committee Clerk for Phil Thompson (Chair) Mar 11, 2020

# CorpMins12.02.20Pt1RDGWPT

Final Audit Report

2020-03-13

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