

THE CORNWALL COLLEGE GROUP
Minutes of the Special Board meeting
held in the Boardroom, CC St Austell
on 2 October 2019 at 4.30pm

Present	Ian Tunbridge	IT	Chair
	Jeff Beer	JB	
	Karen Burrows	KB	
	John Evans	JE	
	Tracey Hooper	TH	
	Wilf Hudson	WH	
	David Sharples	DS	
	Geoff Warring	GW	
Observing	Jonathan Mashen	JM	Co-opted Member
	Jane Warren	JW	Co-opted Member
Apologies	Malcolm Bell	MB	
	Peter Child	PC	
	Jamie Crisp	JC	
	Thelma Sorensen	TS	
In Attendance	Alison Phillips	AMP	Corporation Secretary
	Michael Collins	MC	Director of Finance and Resources
	Vicky Cox	VC	Executive Director Quality and Learner Experience
	~ Jessamie Thomas	JAT	Deputy Corporation Secretary

~ denotes minute taker

I. WELCOME AND APOLOGIES

The Chair welcomed colleagues to the meeting. Co-opted Committee Members Jonathan Mashen and Jane Warren were welcomed as observers.

Apologies were received.

Declarations of Interest – there was no specific declaration of interest in addition to those disclosed on members' declarations of interest.

2. RECOMMENDATIONS FROM THE REMUNERATION COMMITTEE

The Chair explained that the proposals to be presented were highly confidential but suggested that in the interests of transparency the staff governor, co-opted committee members and staff should remain in the meeting and the Board agreed this approach.

Management Structure

The Principal had presented proposals for a revised management structure to the Remuneration Committee on 1 October 2019. Following very careful consideration the committee had endorsed these proposals for Board consideration.

The Chair reminded the Board that a revised management structure had been under consideration for some time, and the Board had agreed on 10 July 2019 an interim management structure subject to further consideration by the new Principal once appointed. The Chair also reminded governors that setting the management structure was within the remit of the Principal, and this revised proposal was being shared with the Board for information and endorsement.

The Principal presented the revised management structure He explained in detail his rationale for the revised structure and how the creation of two new Vice Principal posts would expedite the development of the key areas of the college and enable him to focus on strategic priorities.

The Board was asked to consider the proposal to appoint a Vice Principal for Curriculum and Quality, a fixed term appointment for an initial period of 12 months. This would not be a designated Senior Postholder, but the appointee would potentially attend Board and committee meetings. The Vice Principal for Curriculum and Quality would drive the College curriculum and quality development.

Additionally, the Board was asked to consider the proposed appointment of a Vice Principal Group Operations which would be designated as a senior post. The role would include oversight of finance and resources including HR, marketing, MIS and commercial operations. A key focus of the role would be to support the Director of Finance and Resources, whose remit had become increasingly wide-ranging, given additional reporting requirements such as those of the Transactions Unit.

In response to a question from governors about cost implications, the Principal stated his conviction that the cost of these appointments would be offset by the impact that these roles would deliver on driving improvements, through the College, reduce reliance on consultants and on developing the potential of existing staff members.

The Board recognised the tremendous impact of the work of both the Executive Director of Finance and Resources and of the Executive Director of Quality and Learner Experience, and thanked them for the contribution. Responding to the Chair's invitation to share their views, both Senior Postholders confirmed they were fully in favour of the proposals.

The Board agreed to:

- endorse the proposed management structure.
- endorse the appointment of a Vice Principal Group Curriculum and Quality, which would be a fixed term appointment of 12 months initially. The Principal would progress this appointment, with governor support, as soon as possible.
- the appointment of a Vice Principal Group Operations, as Senior Postholder.

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The Board approved the appointment of the Selection Panel comprising the Chair, Vice Chair, Chair of Finance and Resources Committee and Principal. The Selection Panel would meet virtually and agree urgent matters by email, if necessary, to progress the selection and appointment quickly

AMP

The Board noted that a Special Board meeting would be scheduled to consider the Selection Panel's recommendations.

3. **DATES OF NEXT MEETINGS**

16 October 2019

11 December 2019 – followed by a Board dinner

25 March 2020

8 July 2020

Meetings would start at 4.00 pm and would usually be preceded by a pre Board briefing session at 2.00 pm. The briefing session on 16 October would include Transaction Unit and PIAP updates.

Board development sessions had also been scheduled for 5 February 2020 and

13 May 2020 (timings of these would be confirmed nearer the time).

In closing the meeting, the Chair thanked everyone for their time and input.