



THE CORNWALL COLLEGE GROUP
Minutes of the Corporation Board Special Board meeting
held on 10 March 2021 at 10:30am
virtually on MS Teams

Governors Present					
Ian Tunbridge	IT	Chair	Patrick Newberry	PN	
Karen Burrows	KB		David Sharples	DS	
Peter Child	PC		Anne Thomas	AT	
Jamie Crisp	JC		Geoff Warring	GW	
John Evans	JE	Principal	Jane Warren	JW	
Tracey Hooper	TH		Debbie Wilshire	DW	
Michael Hambly	MH		Ellen Winser	EW	
Wilf Hudson	WH		Pat Wilde	PW	

In Attendance		
Wendy Randle	WR	Clerk to the Corporation
Adrian Ford	AF	Vice Principal Group Operations
Kate Wills	KW	Vice Principal Curriculum and Quality
Bob Harris	BH	Head of Estates
Lisa Pill	JO	Project Development Manager

		Action
1	WELCOME AND DECLARATIONS OF INTEREST	
1.1	Apologies were received and accepted from Martin Bailey. Kian Glandfield and Rhiah Harrison were not present.	
1.2	There were no further declarations of interests to those on the register of interests; Debbie Wilshire (DW) highlighted a conflict of interest linked to agenda item 4 it was agreed that DW would not vote on this item.	
1.3	The Head of Estates and Project Development Manager were welcomed to the meeting and thanked for their time spent on the Estates Strategy and FE Capital Transformation fund application.	
2	ESTATES STRATEGY The Vice Principal Group Operations informed the Board that the Estates Strategy, circulated prior to the meeting, was consistent with presentations over recent months. The focuses of the strategy are the St Austell and Camborne sites. Due to ongoing talks with the DfE re St Austell, the focus for the FE Capital Transformation fund would be on improving the conditions of the buildings at Camborne, in line with the Transformation fund criteria. The Estates Strategy is required for the funding application.	

	<p>In response to Governor questions, if the funding application is unsuccessful then the project will not be delivered as proposed; the risk assessment would determine which elements of the project would be a priority for future College capital build budgets.</p> <p>It was noted that the Finance and Resources Committee had reflected on the lessons learned from the Future Farms project and reviewed how the College and Board would consider future projects in terms of governance oversight, value for money and project management skills to ensure projects are delivered in line with academic need and curriculum plans.</p> <p>The Board made the following recommendations on the Estates Strategy;</p> <ul style="list-style-type: none"> ▪ That the Estates Strategy be time bound and include a brief section on change control. ▪ That the Estates Strategy include a statement to provide assurance of compliance of equality and disability impact and assessment. <p>The Board approved the Estates Strategy and agreed the Vice Principal Group Operations include the changes recommended by the Board, with final agreement from the Chair prior to submission.</p> <p>A discussion took place on the likelihood of obtaining the grant, the initial outlay that was required to get the project to the application stage and the further investment required should the project reach the next stage of the funding application.</p>	<p>AF/ IT</p>
<p>3</p>	<p>FE CAPITAL TRANSFORMATION FUND</p> <p>The below documents had been circulated prior to the meeting:</p> <ul style="list-style-type: none"> ▪ Summary of project proposal ▪ Stage one application pack <p>The Vice Principal Group Operations delivered a presentation on the Camborne campus and the challenges faced. The presentation will be uploaded to Teams. It was noted that the project has been created in a modular way to allow for elements to be delivered in stages; the cost profile of £12.6m was shared.</p> <p>In response to Governor questions it was noted that the large green space on the site plan sloped down towards a road and contained some contamination. The College would seek clarity on how long the covenant for the land disposal last for.</p> <p>The Strategic fit for the project was considered along with learner number projections up to 2027/28. Governor suggested the support this project could provide for local schools, specifically 14 -16 year olds, be included within the project application.</p> <p>Governors were keen to understand the upgrade of the buildings in respect of sustainability and energy efficiency. The College have built this information into the Estates strategy yet this information has not been requested at this stage of the funding application; developments would comply with current building regulations and would be retro fit as the Camborne site does not support ground source heating. It was noted that the functionality of the buildings has changed and repurposing has proved costly.</p> <p>A Governor suggested making the project more personable, including information on the purpose of the building and to include links to the LEP priorities.</p> <p>The Board approved the project application to the FE Capital Transformation Fund and agreed that Board recommendations be incorporated into the application and shared with the Chair of the Board for approval prior to submission.</p>	<p>WR</p> <p>AF/ BH</p> <p>AF/ LP</p> <p>AF/ IT</p>
<p>4</p>	<p>PROPERTY UPDATES</p> <p>The property updates document had been circulated prior to the meeting and had been considered by the Finance and Resources Committee. The suggestions were as follows:</p>	

	<ul style="list-style-type: none"> ▪ Bicton Homes lease and application of the Seal; remedy an unintended lease of the cottage. ▪ Sale of the Atlantic Centre; sign the documents to complete the transaction. ▪ Sale of the Newquay land; return to Cornwall Council to request confirmation that they will not take the overage, receive an independent valuation and consider a condition of sale for securing the site with a wall or fence. <p>The Board approved the proposals, agreeing the Chair of the Board and Principal sign the relevant documents and approve the sealings required, once they were satisfied the above conditions had been met.</p>	<p>IT/ JE</p>
	<p>AOB</p> <p>The Chair updated the Board on a recent coroner’s report into the suicide of student, noting the report highlighted various recommendations to the agencies that had been involved with the young person.</p> <p>In order for the Board to be assured that the College procedures are in place it was proposed that a small group of Governors review the original internal enquiry, seek assurance that the College’s current processes are in place and review the College’s serious critical incident planning arrangements.</p> <p>It was agreed that Patrick Newberry would chair this group with Wilf Hudson as Safeguarding Governor and Pat Wilde due to her skills set and experience. The group will report back to Board. Governor noted the need for the College to test the Business Continuity Plan.</p> <p>Governor suggested the terms of reference for the group should include how the College interact with other agencies and how might the College interact with Silver or Gold command going forward.</p>	<p>PN/ WH/ PW</p> <p>PN</p>
<p>5</p>	<p>DATES OF NEXT MEETINGS</p> <p>24 March 2021</p> <p>7 July 2021</p>	