

## CORPORATION BOARD

### Minutes of a Meeting 10.00am on Thursday 12<sup>th</sup> July 2012 Gordon Canning Room

**Present:**

- Mr Graham van der Lely (Chair) (GvdL)
- Mr Martin Baber (MHB)
- Mr Bob Barnett (RB)
- Mrs Rosamund Blomfield-Smith (RBS)
- Mr Mike Burton (MB)
- Mr Duncan Clegg (DC)
- Mr David Crawford (DC1)
- Mr Mark Davison (MJD)
- Councillor Tony Hicks (AH)
- Mrs Jane Holderness-Roddam (JHR)
- Mr Edward Keene (EK)
- Mr Chris Moody (CM)
- Professor Ron Ritchie (RR)
- Mr David Seymour (DS)
- Mr Malcolm Wharton (MW)
- Mr Charles Whitehouse (CW)

**In Attendance:**

- Mr Graham Ledden (GL)
- Mr Luke Rake (LR)
- Dr Stephen Waite (SW)
- Mrs Lesley Worsfold (LW)
- Mr Niel Curwen (DNC)

**Apologies:**

- Mrs Barbara Buck
- Mr Ken Nottage
- Ms Emily Piddington
- Ms Hannah Willmott

**Minutes:** Mr Rob Lee

		<b>ACTION</b>	<b>ACTION DATE</b>
	The Principal gave a presentation on the commercial activities and strategy of the College. A copy of the presentation will be sent to governors.	Clerk	Immediate
25/12	<p><b>Apologies</b></p> <p>Apologies were received from Mrs B Buck, Mr K Nottage, Ms E Piddington and Ms H Willmott.</p>		

		<b>ACTION</b>	<b>ACTION DATE</b>
	The Chair welcomed Mr C Moody to his first meeting.		
<b>26/12</b>	<p><b>Declaration of Interest – Paper C26/07/12</b></p> <p>Mr Barnett, Mr Seymour, Mr Moody, Mr Clegg, Mr Keene, Professor Ritchie and Mrs Blomfield-Smith declared an interest in item 41. It was agreed that they could remain for the discussion but not take part in any subsequent vote. The Clerk advised that member's interests would be taken as those disclosed in the Register of Members Interests. There were no further declarations of members interests for agenda items.</p>		
<b>27/12</b>	<p><b>Minutes of the Last Meeting – Paper C27/07/12</b></p> <p>Minutes of the meeting held on the 8<sup>th</sup> March 2012 were agreed to be a true and accurate record and signed by the Chair.</p>		
<b>28/12</b>	<p><b>Matters Arising</b></p> <p>There were no matters arising as all matters are covered by agenda items.</p>		
<b>29/12</b>	<p><b>Receive Principals Report Paper C29/07/12</b></p> <p>The Principal presented his report to cover the period April to July 2012.</p> <p><b>29.1. FE Funding</b></p> <p>MW advised that we will achieve our target. MW explained that the funding had been cut by £700K and we had been given some transitional funding protection but we had in fact reached our target without the need for this extra funding.</p> <p><b>29.2. HE Funding</b></p> <p>MW advised that we are above our MASN target but slightly under our budgeted recruitment and a reduction of £33K has been made in our predicted income.</p> <p><b>29.3. FE Recruitment</b></p> <p>MW advised that FE recruitment for the next academic year was patchy and whilst 4% up on last year at this time this was majorly due to strong performance with A Levels and Specialist Sport. MHB noted the advantage we had over private providers of A Levels with our lower fees and excellent facilities. MW advised that we should consider setting up a private A Level College and a private Veterinary School.</p> <p><b>29.4. HE Recruitment</b></p> <p>MW advised that final HE numbers were difficult to predict but we should be close to our 460 target. SW advised that we are 13% up on conditional and unconditional applications on last year and MW felt this</p>		

		ACTION	ACTION DATE
	<p>was a result of far better engagement with possible students that had been initiated by Mrs R Scott- Ward.</p> <p><b>29.5. Ofsted</b></p> <p>MW advised that we welcomed Ofsted back in May 2012 for a best practice visit, focusing on growing and developing our own staff. MW felt that being selected as nationally outstanding in this way demonstrates the Colleges strong management.</p> <p><b>29.6. Campus Developments</b></p> <p>MW advised that the major works being carried out are the re-cladding of the Dingle at a cost of £1.1m; offices in Hartpury House being converted to 20 bedrooms at a cost of £450K and an approach golf area at a cost of £60K.</p> <p><b>29.7. UWE</b></p> <p>In response to DC MW advised that he was looking to re-site the UWE signage.</p> <p><b><i>It was noted that HE Graduation Ceremony will take place at Gloucester Cathedral on Tuesday 20<sup>th</sup> November 2012.</i></b></p> <p><b>29.8. CULTIVA</b></p> <p>MW advised that the Cultiva Group is running the Managers to Leader Programme in which we have three staff involved and there are a number of bids but very little else is happening. MW explained that we have benefitted from our involvement by visiting other colleges and exchanging good practice. In response to AH MW advised that Landex is the organisation for academic benchmarking and CULTIVA for financial benchmarking. GL confirmed that the Finance Directors from Group Colleges met regularly.</p> <p><b>29.9. Success Rate.</b></p> <p>MW advised that National Success Rate tables had recently been produced which clearly show that we are the highest performing land based college and the highest performing college in Gloucestershire.</p> <p><b>29.10. Further Education Report</b></p> <p>LR advised that there was to be a full downsizing of Hartpury Business and Horticulture will be considerably reduced. In response to EK LR advised that we have not discounted working with other providers but we would be scaling down our operation. DC1 noted the considerable improvement in A Level applications and MW confirmed that this was very encouraging. In response to GvdL LR advised that more A Level staff would be required but this is covered by savings in other areas.</p> <p>The remainder of the Report was taken as read.</p> <p><b>29.11. Higher Education Report</b></p> <p>SW advised that now we have direct numbers we are building a</p>	ALL	20/11/12

		ACTION	ACTION DATE
	<p>relationship with HEFCE. SW also confirmed that we are shadowing UWE on the processes for HEFCE so as we can look at dealing direct with them for our direct numbers.</p> <p>The remainder of the Report was taken as read.</p> <p><b>29.12. Human Resources and Residential Services Report</b></p> <p>LW advised that the College had been successful in its assessment to retain Investors in People standard. LW further advised the outcome of two issues with staff. LW asked Members to note the Safeguarding Action Plan. In response to MHB LW advised that staff had become more aware and had a greater understanding of safeguarding issues which has led to more referrals. MW outlined a recent case where a staff member had been suspended for three months even though the College had given the police evidence to the innocence of the member of staff at the start of the investigation. DS felt this was the type of situation that should be asked for comments from the candidates for the police commissioners.</p> <p>The remainder of the Report was taken as read.</p> <p>All other reports were taken as read.</p> <p><b>29.13. Presentation on Ofsted. Paper C29.1/07/12</b></p> <p>LR advised that there had been a revision not a replacement of the Common Inspection Framework. LR advised, however, that there will be a significant change in emphasis focusing on the single issue-what is the impact on learning. Outstanding providers must have outstanding teaching and learning. Inspectors will spend most of the time walking the campus, visiting potentially hundreds of lessons. LR believed that whilst no figure for outstanding status 80% good or outstanding lessons observed is probably a good benchmark. There should be no inadequate lessons seen. LR outlined other changes. From September 2012 we will only get two days notice of inspection. Also the grade "satisfactory" will disappear and be replaced by "requires improvement" and the governors will be held more to account. LR also advised that "old fashioned values" will be important relating to dress code, grounds, punctuality etc. The inspectors will also look at our contracted provision with RFU and GFA. LR explained that inspectors would like to see us acting more like a school where the headmaster will spend a large amount of time in classroom observing lessons. MW believed that this would not be possible for the CEO of a college and we may want to look at a change in structure with a CEO overseeing a Principal of FE College a Dean of HE provision and even a Headmaster of a University Technical College. LR outlined some recommendations:-</p> <ul style="list-style-type: none"> <li>❖ Improve teaching, learning and assessment and LR explained that whilst work in this area is well progressed and ongoing, we need to develop more robust methods in removing the weaker teaching from the college and proposed that we should introduce a HR linked performance management system based on teaching performance.</li> <li>❖ A full-blown mock Ofsted during 2012/13 with registered inspectors. LR advised that we likely to be inspected in 2014-15 so this would be timely.</li> <li>❖ Governors should seek to engage with the activities 'on the ground'. A suggestion is a series of 'Open Mornings' where students could</li> </ul>		

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	<p>tour the college with governors spending most of their time in a series of lessons, followed by a discussion with LR and JP as to perceptions and findings in addition to or alongside the link governor scheme. MJD advised that he had recently visited sport as their link governor and was taken to see classes being taught and he found it very interesting. MW felt that for this to happen governors would need a greater understanding and may therefore need training. RR agreed that governors would need clear guidance for when they visit classrooms.</p> <ul style="list-style-type: none"> <li>❖ Governors and staff, where possible, should visit educational establishments other than in the Landex sector to bring best practice and understanding from elsewhere.</li> <li>❖ The Search Committee may wish to consider education specialists in the next round of search as and when vacancies become available on the board as a visible sign of focus.</li> </ul> <p>RR felt that it was a very complex issue and there is an expectation from Ofsted on how governors will hold senior managers to account. LW advised that as from September there is also to be changes in the Residential Care Standards. In response to MW LR agreed that our data at the last inspection would not have given us an outstanding grade but data has improved and would now classify as outstanding. MW advised that another concern was that funding for long courses may be reduced to 600 learning which is significantly less. CM advised that this would be open to negotiation for land based colleges and was hopeful that this could be negotiated up to 850 hours. There is a three year protection on reduction of funding and CM advised that the fear is that colleges will reduce hours now thus proving that a reduction in funding is possible. In response to MW LR advised that there was no limiting grade as at present but outstanding will be more difficult to achieve. RR believed that Quality and Standards should look at the processes that need to take place over the next year to meet the expectations of the governors in maintaining an outstanding grade.</p> <p><b><i>A paper will be presented to the next meeting of the Quality and Standards Committee outlining the challenges and outcomes for the College to maintain its "outstanding" grade.</i></b></p>	LR	14/11/12
30/12	<p><b>Approve College Budget for 2012/2013. Paper C30/07/12</b></p> <p>GL advised that the proposed budget had been discussed by the Governors' Management Committee and recommended for approval at this meeting. The budget provides an operating surplus of £394.7K before FRS17 adjustments on a total income of £25.9m. GL advised that the surplus for this current year is likely to be around £400K. The performance to budget is very dependent on HE student numbers. The proposed budget does not include the savings that were outlined earlier relating to Hartpury Business. The proposed budget does not contain any pay award. DC1 asked how this would be seen by staff as there had been two years in the last three when no pay award had been given. GvdL felt that the 3% we had given last year had been more generous than most colleges in the sector. GL felt that we may be able to look later in the year to see if some increase could be given to the lower paid as we had done in the past but this may be very dependent on HE 1<sup>st</sup> year numbers. GL also gave a word of caution that the Farm budget had been based on 29.1p per litre for milk and this was likely to be reduced to 26.0p from September 2012. GL also advised that cash flow will have</p>		

		<b>ACTION</b>	<b>ACTION DATE</b>
	<p>a different pattern this coming year due to our direct involvement with HEFCE.</p> <p><i>The Budget for 2012/2013 was approved.</i></p>	GL	Immediate
31/12	<p><b>Approve College 3 Year Forecast 2012/2013-2014/2015. Paper C31/07/12</b></p> <p>GL advised that the 3 Year Forecast was based on a SFA formula and had been discussed by the Governors' Management Committee and recommended for approval at this meeting. The starting point was next year's budget which had just been discussed. The surplus forecast for the three years is 2012/2013 £394K and 2013/2014 £447 and 2014/2015 541K. GL advised that student numbers in the forecast continue the same over the period and that pay awards are included for 2013 and 2014. Employment costs would rise to 48% of income but this increase is only due to taking on more direct staff in maintenance and library instead of external contracts. In response to RBS GL advised that the £3.87m loan was in this current year for Malcolm Wharton Building and Gloucester Rugby extension. GL advised that under the formula from SFA we had graded our financial health as satisfactory.</p> <p><i>The College 3 Year Forecast 2012/2013-2014/2015 was approved.</i></p>	GL	Immediate
32/12	<p><b>Adopt changes to the Instrument and Articles of Governance as recommended by the Search and Governance Committee. Paper C32/07/12</b></p> <p>The Clerk advised that through amendments to the Further and Higher Education Act 1992 (inserted by the Education Act 2011) a wide range of restrictions and controls on college corporations have been removed, putting colleges on a similar footing to charities operating within the private/independent sector. The Secretary of State will no longer have the power to amend or revoke a corporation's instruments and articles. Instead this power will sit with the corporation, which will be able to change the Instrument and Articles to help meet their needs. The legislative requirements for the instrument and articles are now reduced to a minimum core of essential elements. As from the 1<sup>st</sup> April 2012 Colleges are able to (but will not have to) exercise the new freedoms outlined above. Our instrument and Articles of Government have been automatically changed from 1<sup>st</sup> April 2012 by the Modification of Instruments and Articles of Government Order 2012 and the Clerk outlined the provisions that had automatically been inserted and omitted. The Clerk then went on to propose some further minor changes, which had been discussed by the Search and Governance Committee and recommended for approval by this meeting. The proposed changes had also been approved by our solicitor.</p> <ul style="list-style-type: none"> <li>❖ Instrument 1(h) - the ability to make decisions without holding a meeting. GvdL advised that we would not use this unless it was impossible to hold a meeting. The Clerk advised that if approved this would necessitate a change to our standing orders.</li> <li>❖ Instrument 2(b) - Search and Governance Committee to</li> </ul>		

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	<p>recommend Parent Governor. Currently the nomination had to come from a recognised group representing parents.</p> <ul style="list-style-type: none"> <li>❖ Instrument 2(e) - reduce minimum student number from two to one but this does not mean we are going to reduce from our current two student members.</li> <li>❖ Instrument 3.2(a) – increase maximum number of governors from 20 to 21 to give the Corporation the opportunity to offer David Seymour a further term of office whilst appointing another Parent Governor.</li> <li>❖ Instrument 8.8(d) – disqualification as a governor because of safeguarding issue.</li> <li>❖ Article 11 – Principal to delegate functions to senior manager not just senior post holder.</li> </ul> <p><b><i>The changes were approved and the amended Instrument and Articles of Government adopted.</i></b></p>	Clerk	Immediate
33/12	<p><b>Approve Risk Management Register 2012. Paper C33/07/12</b></p> <p>GL advised that the Risk Register together with the Action were reviewed by the Risk Management Group on a regular basis and discussed at each meeting of the Audit Committee. RBS confirmed that the Audit Committee goes through this document in fine detail and the process continues to improve and believed that this was now a good quality document. RR believed that we should re-look at risks 3.25 and 3.27 in the light of the previous discussion on inspections.</p> <p><b><i>It was agreed that the Risk Management Group would re-assess the risks relating to inspection at their next meeting.</i></b></p> <p><b><i>The Risk Management Register was approved.</i></b></p>	GL  GL	05/09/12  Immediate
34/12	<p><b>Receive Annual Report on Child Protection 2011/2012. Paper C34/07/12</b></p> <p>LW presented the Report on Safeguarding covering the last 12 months. 33 cases had been received by the designated Safeguarding Officer of which 12 had been referred to the appropriate agencies, 4 had sought advice from external agencies and 17 had been dealt with internally. LW outlined the reasons for referrals. In response to RB LW advised that there had been 3 referrals last year against the 12 this year but was not surprised by the increase as staff became more aware and better training. LW confirmed that there was no benchmark but in discussions with other colleges there was an upward trend.</p> <p><b><i>The Report on Child Protection issues for the period to the 12<sup>th</sup> June 2012 was accepted.</i></b></p>		
35/12	<p><b>Approve Governor Self Assessment Quality Improvement Plan. Paper C35/07/12</b></p> <p>The Clerk advised that all eligible governors completed the Corporation Self Assessment Questionnaire to cover the period 2011/2012. Satisfaction remains high with 97% of governors “Strongly Agreeing” or</p>		

		<b>ACTION</b>	<b>ACTION DATE</b>
	<p>"Agreeing" with the Corporation Performance Indicators. The Clerk advised that the Improvement Plan was based on those areas that the governors had some concerns about. The Clerk confirmed that the Plan had been discussed at the last meeting of the Search and Governance Committee and is recommended for approval at this meeting.</p> <p><b><i>The Self Assessment Quality Improvement Plan was approved.</i></b></p>	Clerk	Immediate
36/12	<p><b>Adopt Tenth Edition of the College Code of Conduct. Paper C36/07/12</b></p> <p>The Clerk advised that the amendments to the Code were in red type and were necessary due to changes with the funding agencies and to take account of the Bribery Act and the new Code of Governance. The Code also strengthened some core commitments.</p> <p><b><i>The Tenth Edition of the Code of Governance was adopted by the College and each governor.</i></b></p>	ALL	Immediate
37/12	<p><b>Note Process for the Release of Closed Documents approved by the Governors' Management Committee. Paper C37/07/12</b></p> <p>The Clerk advised that the new English Colleges Code of Governance, which has been adopted by the College, require each corporation to conduct itself in a manner which is transparent and accountable and aims to keep confidential papers and agenda items and exclusions from meetings to a minimum. The Clerk advised that the Process for the release of Closed Documents had been discussed and approved by the Governors' Management Committee.</p> <p><b><i>The Process for the Release of Closed Documents was noted.</i></b></p>		
38/12	<p><b>Approve changes to the Corporation Policy Statement on Openness. Paper C38/07/12</b></p> <p>The Clerk advised that the policy had been amended to take account of the process to review closed documents which had been discussed above.</p> <p><b><i>The amendment to the Corporation Policy on Openness was approved.</i></b></p>	Clerk	Immediate
39/12	<p><b>Approve arrangements for linking Governors with College Leaders and Managers. Paper C39/07/12</b></p> <p>The Clerk advised that the process was looked at every 2 years and advised that the proposed amendments were highlighted in red. The process had been discussed at the last meeting of the Search and Governance Committee and the Vice Principals of FE and HE had been consulted relating to the operational areas and link governors. The Clerk confirmed that the amended process will start from the beginning of the next academic year.</p>		

		ACTION	ACTION DATE
	<p><i>The amendments to the arrangements for linking Governors with College Leaders and Managers were approved.</i></p> <p><i>The Heads of Department will be advised.</i></p>	ALL LR/SW	01/09/12 Immediate
40/12	<p><b>Approve Governors' Allowances Policy 2012. Paper C40/07/12</b></p> <p>The Clerk advised that no amendments were proposed.</p> <p><i>The Governors' Allowances Policy was approved.</i></p> <p><i>Governors were asked to complete their expenses claim and return to the Clerk by the 24<sup>th</sup> July 2012</i></p>	Clerk ALL	Immediate 24/07/12
41/12	<p><b>Recommendations of Search and Governance Committee.</b></p> <p>The Chair advised that the undermentioned items were discussed at the last meeting of the Search and Governance Committee and recommended to this meeting for approval. The minuted discussions were contained in the papers. The Clerk advised that the first item was a requirement of the new Instrument and Articles of Government.</p> <p><b>41.1. Approve arrangements for obtaining the views of staff and students on the determination and periodic review of the educational character and the mission of the College and the oversight of its activities. Paper C41.1/07/12</b></p> <p><b>41.2. Approve a further term of 4 years as a governor for Mr D Seymour commencing October 2012.</b></p> <p><b>41.3. Approve Mr R Barnett as Chair of the Audit Committee.</b></p> <p><b>41.4. Approve Mr C Moody as a Member of the Governors' Management Committee.</b></p> <p><b>41.5. Approve Mr D Clegg as Vice Chair of the Audit Committee.</b></p> <p><b>41.6. Approve Mr D Seymour as a Member of the Audit Committee.</b></p> <p><b>41.7. Approve Mr E Keene as Vice Chair of the Governors' Management Committee.</b></p> <p><b>41.8. Approve the Staff Governor as Vice Chair of the Health, Safety and Safeguarding Committee.</b></p> <p><b>41.9. Approve Professor R Ritchie as Vice Chair of the Quality and Standards Committee.</b></p> <p><b>41.10. Approve Mr E Keene as Vice Chair of the Search and Governance Committee.</b></p> <p><b>41.11. Approve Mr E Keene as Vice Chair of the Remuneration Committee.</b></p>		

		ACTION	ACTION DATE
	<p><b>41.12. Approve Mrs R Blomfield-Smith as Vice Chair of the Special Committee.</b></p> <p><i>All the above items recommended by the Search and Governance Committee were approved.</i></p>	Clerk	Immediate
42/12	<p><b>Recommendations from the Health, Safety and Safeguarding Committee.</b></p> <p>LW advised that both these policies had been discussed at the Health, Safety and Safeguarding Meeting and are recommended for approval at this meeting.</p> <p><b>42.1. Approve Amendments to the Child Protection and Safeguarding Policy and Procedures. Paper C42.1/07/12</b></p> <p><b>42.2. Approve the Health and Safety Policy. Paper 42.2/07/12</b></p> <p><i>Amendments to the Child Protection and Safeguarding Policy and Procedures were approved.</i></p> <p><i>The Health and Safety Policy was approved.</i></p>	LW  LW	Immediate  Immediate
43/12	<p><b>Minutes of Committee Meetings.</b></p> <p><b>43.1. Governors' Management Committee 25<sup>th</sup> April 2012 Paper 43.1/07/12</b></p> <p><b>43.2. Audit Committee 15<sup>th</sup> May 2012. Paper 43.2/07/12</b></p> <p><b>43.3. Search and Governance Committee 19<sup>th</sup> June 2012. Paper 43.3/07/12</b></p> <p><b>43.4. Governors' management Committee 19<sup>th</sup> June 2012. Paper 43.4/07/12</b></p> <p>GL advised that at this meeting Members approved Mr Iain Williams as an authorised signatory for Limbury Ltd but this should have also included Rudgeley Ltd.</p> <p><i>It was agreed that Mr Iain Williams would be an authorised signatory on the bank account of Rudgeley Ltd.</i></p> <p><b>43.5. Health, Safety and Safeguarding Committee 19<sup>th</sup> June 2012. Paper 43.5/07/12</b></p> <p><b>43.6. Quality and Standards Committee 20<sup>th</sup> June 2012. Paper 43.6/07/12</b></p> <p><b>43.7. Equality and Diversity Committee 25<sup>th</sup> June 2012. Paper 43.7/07/12</b></p> <p><i>The minutes were received noted and accepted.</i></p>	GL	Immediate

		ACTION	ACTION DATE
44/12	<p>The following documents were noted.</p> <p>44.1. Revision of Financial Memorandum Part 1. Paper 44.1/07/12</p> <p>44.2. Role Specification for Chair of the Corporation. Paper 44.2/07/12</p> <p>44.3. Role Specification for Governor. Paper 44.3/07/12</p> <p>44.4. Role Specification for Governor on two committees. Paper 44.4/07/12</p> <p>44.5. Role Specification for Governor on three committees. Paper 44.5/07/12</p> <p>44.6. Role Specification for Governor who is Chair of Committee. Paper 44.6/07/12</p> <p>44.7. Role Specification for Clerk to the Corporation. Paper 44.7/07/12</p>		
45/12	<p>It is resolved that the Corporation Seal be applied to the Agreements below in the presence of the Chair and another Corporation member.</p> <p>Agreement between Nijjar Property Ltd trading as Freshways and Hartpury College for the purchase of milk with Nijjar Group Holdings as guarantor.</p> <p>Agreement between JC Porter and MJ Porter and Hartpury College for the Agreement to Lease The Grange, Barnwood Road Gloucester.</p> <p>Agreement between JC Porter and MJ Porter and Hartpury College to Lease The Grange, Barnwood Road Gloucester.</p> <p>Agreement between Overton (Gloucester) Ltd and Hartpury College over the lease of units 5 and 6 at Overton Farm, Maisemore, Gloucestershire.</p>		
46/12	<p><b>Any Other Business</b></p> <p><b>46.1. Student Bedrooms</b></p> <p>GL advised that we had now received the tenders back for the 96 bedrooms at New Vic but only two had included a fully financed package and only one, which was expensive, would be completed within the required timescale. MW felt that we do not need them in the short term but will for 2013. GL also advised that we will be putting in planning permission for 50 further bedrooms in the Dingle. MW felt that we should look at future requirements after this year's intake of students.</p> <p><i>It was agreed that a paper will go to the next meeting of the Governors' Management Committee outlining student accommodation requirements for the future.</i></p>	GL	04/10/12

		ACTION	ACTION DATE
	<p><b>46.2. University Technical Colleges.</b></p> <p>MW advised that this may be a direction that the College wished to consider investigating and asked CM, who is Chair of Governors of Daventry UTC which is sponsored by the University of Northampton, if he could outline where a UTC fits. CM advised that University Technical Colleges are a new concept in education. They offer 14-19 year olds the opportunity to take a highly regarded, full time, technically-oriented course of study. They are sponsored by a university and offer clear progression routes into higher education or further learning in work. CM advised that they are sub-regional, taking students from a wide geographical area and this reduces negative impact for any one local school. CM advised that 34 had been approved but they are keen to promote a land based UTC. There have been two attempts but both had been rejected. A sponsor would be needed. In response to AH CM advised that the major benefits are that it would generate our own progression in the 14-18 age brackets; create new specialisms; spread the Colleges administration costs and give students a broader experience. In response to MJD CM advised that there was capital funding available. RR advised that UWE sponsor two UTC's and there had been some problem with taking students at 14 which was not popular with schools. CM explained that this was why it is necessary to take students from a wide area.</p> <p><i>It was agreed that the matter should be investigated further.</i></p>	RM/MW/ CM	Immediate
	<p><b>The Chair advised that this would be the Principals last meeting before he retired at the end of August. The Chair explained that he had outlined Malcolm's exceptional 22 years at the College at the Prize Day but wanted the minutes to show the appreciation of the governors for his exceptional work for the College over that period of time. The Chair wished him, on behalf of the governors, best wishes for his retirement.</b></p>		
	<p><b>Dates of Future Meetings-all scheduled to commence at 10.00am</b></p> <p>25<sup>th</sup> October 2012  29<sup>th</sup> November 2012 (Training Day)  6<sup>th</sup> December 2012  7<sup>th</sup> March 2013  11<sup>th</sup> July 2013  24<sup>th</sup> October 2013  28<sup>th</sup> November 2013 (Training Day)  5<sup>th</sup> December 2013  6<sup>th</sup> March 2014  10<sup>th</sup> July 2014  23<sup>rd</sup> October 2014  20<sup>th</sup> November 2014 (Training Day)  11<sup>th</sup> December 2014</p>		

**Mr Graham van der Lely  
Chair of Hartpury College Corporation**

**25<sup>th</sup> October 2012**