



Shaping your future

**Minutes of the Meeting of the Corporation
held on Monday 19 September 2011
at 5.30 pm in Room B24**

Present:

Guy Adams	Chair	Present	Sue Popplewell	Staff Member	Present
Peter Avery	<i>Ex Officio</i> Member	Present	John Rudge	Member	Apologies
Garry Charles	Member	Present	Jane Scott	Clerk to Corporation	Present
Jo Gill	Parent Member	Present	Rob Setchell	Staff Member	Apologies
Ann Helsby	Member	Present	Gill Turner	Member	Apologies
Harry Hodgkin	Parent Member	Present	Mary Tighe	Member	Present
Jill Jeffreys	Parent Member	Absent	David Wood	Deputy Chair	Present
Hollie King	Apologies	Apologies	Jonathan Langdon	Member	Present
Dominic Lynch	Member	Present	Carole Melia	Director: Curriculum and Student Support	In attendance
John Abbott	Director: Curriculum and Quality	In attendance	Paul Smith	Director: Curriculum and Enrichment	In attendance
Martyn Owen	Director: Curriculum and Operations	In attendance	Alice Brayley	Student Member	Present
Paul Dampier	Director: Curriculum and Business Development	Apologies	Sariha Tarafdar	Student Member	Present

The meeting opened at 5.37 pm and was quorate throughout.

PART I MEETING FORMALITIES

1. Apologies for Absence

Apologies for absence are recorded above. The meeting was quorate throughout.

2. Declarations of Financial Interest

There were no declarations of financial interest in the meeting.

ISSUES FOR THE MEETING**1. Members' Discussion of Performance and Target Setting facilitated by a presentation**

Details of the Principal's presentation to the meeting are appended in the meeting papers.

In prefacing his presentation to the meeting, the Principal noted the positive start to the year, helped particularly by the new lower sixth induction arrangements. However, this is set in the context of staff anxiety about the year ahead, and the requirement for considerable focus on the tasks in hand.

In response to government public spending policy, the College has already made some staff cuts, with £55k of restructuring costs during 2011-12. There is now a requirement for the College to ensure that it becomes much more cost effective: this is not simply a case of cutting provision. There is a need to ensure that the student experience continues to be positive, and that student numbers remain buoyant. Over a three-year period it will be necessary for the College to secure overall savings in the region of £1m, of which some £300k of savings has already been achieved. Recent improvements to the College estate are considered to be a necessary investment in order to achieve long-term strategic planning goals. There are currently 1880 students at the College, with a requirement to retain 1838 at the first census point. Applications from independent schools have been strong; retention from lower sixth to upper sixth was at the lower end of the range. Retention to the College during October 2010 has negatively impacted on College funding during the current year; retention to College now has more importance than ever if College funding is not to be further negatively impacted.

The new management structure effective from September 2010 has provided considerable energy to the leadership and management of the College. Development of peer review work with Hereford College has helped to ensure that the College continues to benchmark itself within the sector, and to continue to work towards maximising the impact of best working practices.

Government changes to the way in which higher education is administered mean that there is considerable potential opportunity for the College in developing its own provision. The existing higher education partnership with Marjon is strong. The partnership with the University of the West of England (UWE) offers considerable scope for development, particularly in the way in which the admissions process is operated. The College will continue to work towards strengthening its higher education partner relations.

The following points were noted in discussion:

- Achievement at A2 level continues to make progress, with further improvement in the value-added residual. However, there has been poor performance in some subjects at both AS and A2 level; the senior management team will review and monitor action plans to ensure that the situation is redressed, with additional intervention if improvement is not secured. Provision in low performing courses could ultimately cease, leading to a small subject offer.
- The College will continue to ensure that its Highly Trusted Sponsor (HTS) status is maintained, with both financial and other less quantifiable benefits to the College.
- The Extended Project Qualification (EPQ) does not add to College achievement statistics, only the individual student's, particularly in the university application process.
- Students will need to ensure that their range of UCAS options is realistic in order not to prejudice a university place through limitation of their options. The number of students deciding not to take a university course will grow, along with the need for providing more information, advice and guidance to students.
- Two hundred and forty one applications for assistance under the new Bursary Scheme have been received in addition to the pre-qualifying students.
- The 'progression sixth' cohort of students achieved significant success. Subject to the availability of resources, it is a desirable area of College activity.
- Overall, there were 332 'U' grades obtained at AS level, with sixty students having more than one 'U' grade. The distribution of 'U' grades was not even across all subjects.

- Based on value-added performance, performance at AS level was stronger than at A2 level, placing College performance in a strong position nationally.
- There is some concern about performance in subjects where there are excess 'U' grades and low Minimum Target Grade (MTG) match, especially where it is known that provision is outstanding and that examination boards may not be providing appropriate arrangements for marking of papers.
- The importance of recruiting students to appropriate courses will increase.

2. Introduction of the Development Plan for 2011-12 and beyond

Members received an updated Development Plan and noted that it is very much a work in progress. Individual Committees of the Corporation will work closely with Assistant Principals in order to review and develop strategic planning issues.

3. Any Other Business

Members of the Corporation noted their warmest appreciation of the work and dedication of all members of staff.

4. Date of Next Meeting

The date of the next meeting is Monday 5 December 2011 at 5.30 pm.

The meeting closed at 7.23 pm.

Signed.....

Date.....