

Minutes of the Meeting of the Governing Body
14th July 2011

Present: Mr H Haines (in the chair)
Mr B Davies
Mr J Dewar
Mrs M Lippard
Mr D Bull
Ms L Hill
Mr W J Hunt
Mr I Tompkins
Mr W H Coleman - in attendance
Mr PH Martin – in attendance
Mr D Finch - in attendance
Mrs J Siddle – in attendance
Mrs Judith Evans – Principal (Coleg Morgannwg) – in attendance for presentation only.
Mr Brenig Davies – Governor (Coleg Morgannwg) – in attendance for presentation only.

Apologies: Mrs L James, Mr P Cooper, Mrs G Genner, Mrs J Hare, Mr D Collins, Mr R Gough.

Presentation by Judith Evans, Principal – Coleg Morgannwg

Judith Evans, Principal of Coleg Morgannwg presented to the Governing Body information relating to Coleg Morgannwg which covered the following specific areas:

- a) vision statement
- b) mission statement
- c) key facts relating to Rhondda Cynon Taff and Coleg Morgannwg
- d) enrolment trends
- e) trends in completion and attainment
- f) quality profile
- g) financial position
- h) campus information
- i) college/student success stories

Members thanked Judith Evans for the presentation which provided a brief overview of Coleg Morgannwg in line with the presentation on Ystrad Mynach College by Bryn Davies to the Governing Body of Coleg Morgannwg at its meeting on 5th July 2011. The Governing Body agreed to discuss in more detail the issue of the proposed merger as an item at the end of the meeting under any other business. Judith Evans and Brenig Davies departed the meeting at the conclusion of the presentation.

Minutes of the Governing Body Meeting held on 24th March 2011

The minutes of the Governing Body meeting held on 24th March 2011 were confirmed as a correct record.

Matters Arising

Caerphilly County Borough Council's Proposals under Transformation

The Committee were informed that the Welsh Government has been in discussions with the local authority and suggested that there needs to be amendments made to their transformation proposals.

Hairdressing/Fashion ESDGC Event

Members were informed that students on the hairdressing course(s) have been chosen to participate as one of the stage performances at the World Skills Event in October in London.

Colegau Cymru Award – Innovation in ILT

The Committee was informed that the College was successful in achieving the Innovation in ILT Award as part of the Colegau Cymru Awards.

Confidential Minutes of the Special Governing Body Meeting held on 20th April 2011

The confidential minutes of the Special Governing Body meeting held on 20th April 2011 were confirmed as a correct record.

Minutes of the Finance and General Purposes Committee Meeting held on 30th June 2011

The minutes of the Finance and General Purposes Committee meeting held on 30th June 2011 were confirmed as a correct record.

Matters Arising

IS Strategy

The Committee noted that approval was given to the £178,000 investment in IT through a lease arrangement with DELL.

Minutes of the Curriculum and Quality Committee Meeting held on 13th April 2011

The minutes of the Curriculum and Quality Committee meeting held on 13th April 2011 were confirmed as a correct record.

Minutes of the Curriculum and Quality Committee Meeting held on 11th July 2011

The minutes of the Curriculum and Quality Committee meeting held on 11th July 2011 were confirmed as a correct record.

Minutes of the Search Committee Meeting held on 23rd June 2011

The minutes of the Search Committee meeting held on 23rd June 2011 were confirmed as a correct record.

Matters Arising

Composition and Balance of the Governing Body

The Committee considered the recommendation of the Search Committee and agreed that the total membership remain at sixteen and in the format set out in the minutes of the Search Committee meeting held on 23rd June 2011.

Term of Office of Existing Governors

In accordance with section 5(1) and 8(2) of the Instrument of Government the Governing Body unanimously approved the re-appointment of the following members for a further four year term of office from the re-appointed date:

Name	Date Re-appointed
D Collins	19 th December 2010
G Genner	11 th December 2010
H Haines	17 th October 2010
J Hare	26 th June 2011
P Cooper	11 th October 2011
L James	11 th December 2011

In addition the Governing Body approved the re-appointment of Mr J Dewar from 11th December 2010 up to and including the meeting of 14th July 2011 when Mr Dewar tendered his resignation as a member of the Governing Body.

Minutes of the Personnel Sub Committee Meeting held on 29th June 2011

The minutes of the Personnel Sub Committee meeting held on 29th June 2011 were confirmed as a correct record.

Minutes of the Audit Committee meeting held on 27th June 2011

Minutes of the Audit Committee meeting held on 27th June 2011 were confirmed as a correct record.

Annual Budget 1st August 2011 to 31st July 2012

Paul Martin, Deputy Principal (Finance/Planning) presented the draft Annual Budget for 2011/2012 together with the draft Estates and Capital Expenditure Programme 2011 to 2014. Members considered in detail the budget proposals and following discussions approved the Annual Budget 2011/2012 together with the Estates and Capital Expenditure Programme 2011 to 2014.

Financial Forecasts for the Period 2010/2011 to 2011/2012

The Governing Body considered in detail the Financial Forecasts 2010/2011 to 2011/2012 as presented by Paul Martin, Deputy Principal (Finance/Planning). Members noted that the forecasts continued to show a projected surplus to 31st July 2011. Following lengthy discussions the Governing Body approved the Financial Forecasts for submission to DfES.

Schedule of the Governing Body Meetings for the Academic Year 2011/2012

Members agreed the dates and times of the Governing Body meetings and its Committees for 2011/2012.

Updated Strategic Plan (2011/2012) which included the Minister's Response and Planning Submission (1st August 2011 to 31st July 2012)

Paul Martin, Deputy Principal (Finance/Planning) presented the updated Strategic Plan (2011/2012) which covered a review of the progress and performance against the 2010/2011 operating plan, the College vision, mission statement and core values, educational character of the College, strategic aims and priorities (2011-2014), key priorities and critical success factors. In addition members considered the planning submission (2011/2012) which covered the responses to the Minister's priorities. Following discussions the Governing Body fully endorsed the Strategic Plan update and Planning Submission.

Draft Tuition Fees and Remission Policy (2011/2012)

The Governing Body considered the Tuition Fees and Remission Policy for 2011/2012 as presented by Paul Martin, Deputy Principal (Finance/Planning), and following discussion approved the policy.

Verbal Report of the Deputy Principal (Finance/Planning) on S Block

Paul Martin, Deputy Principal (Finance/Planning) presented details relating to the redevelopment of S Block. The Governing Body noted that BNP Paribas had been appointed to project manage the redevelopment and that other services which are to be tendered for included design consultancy, cost consultancy, CDMC, BREEAM, civil and structural engineering and mechanical and electrical engineering. Members were informed that the redevelopment will cost in the region of £16 million excluding VAT and that the construction of the new facilities will take 15 months to complete with a completion date of July 2014 anticipated.

College Risk Register (2011/2012)

Members considered in detail the College Risk Register (2011/2012) prepared by Paul Martin, Deputy Principal (Finance/Planning) and, following discussions, approved the risk register as presented.

Revised College Financial Regulations and College Financial Procedures

Paul Martin, Deputy Principal (Finance/Planning) presented the revised College Financial Regulations and Financial Procedures. Following discussions the Governing Body approved the revised financial regulations and procedures for use in the management of the College finances subject to minor amendments and formatting within the documents. It was agreed that Paul Martin email the Governing Body the amended versions of the documents in due course.

Independent Review of Governance of FE Institutions together with the Response by Colegau Cymru

The Principal outlined details of the main proposals arising from the recent roadshow presentation by Rob Humphrys, chair of the Independent Review, on the governance arrangements of FE Institutions in Wales. It was noted that Colegau Cymru had responded to the Welsh Assembly on the proposals, as part of the consultation process and that individual colleges including Ystrad Mynach College had also responded. Members were informed that recent feedback on the outcomes of the consultation process suggested that proposed changes to governance were unlikely to take place before 2013/2014.

Any Other Business

Investors in People Award

The Principal informed the Governing Body that the College was successful in retaining its IIP status following a recent assessment process.

Learner Success Story

Members were informed of the recent success of a former Ystrad Mynach College learner who recently graduated to become a United States Navy sailor. The Committee were informed that Stephanie Greig had been accepted into the US Navy Nuclear Power Propulsion Programme and will be running and working on the nuclear reactor plants both at sea and on shore. It was noted that both Stephanie and her father had expressed their thanks and appreciation to all staff at the College who have supported her in gaining the confidence to achieve her future ambitions.

Merger Discussions

Document 1 - Draft Heads of Agreement: Structure of Merger of Coleg Morgannwg and Ystrad Mynach College

Document 2 - The Fundamental Principles Guiding Merger between Coleg Morgannwg and Ystrad Mynach College

The Committee were provided with details of two documents prepared separately by the Principals of Coleg Morgannwg and Ystrad Mynach College which were designed to form the basis of an agreement on the principles by which each College would enter

into discussions on proposals which would lead to a merger between both institutions. Members expressed concern as to the principles set out in the document prepared by Coleg Morgannwg which sets out clearly that the College sees a merger to be on the basis of a take over of Ystrad Mynach College by Coleg Morgannwg. In addition the Committee noted that Coleg Morgannwg expects its Principal to be the Principal of the new College and that the Principal of Ystrad Mynach College would initially work to the new Principal until 31st July 2012, although this was a date /typo error which should have read 31st July 2013. Insofar as the Governance arrangements were concerned members noted that although there is reference in the Coleg Morgannwg document to “a fair and proportional representation” of Governors nevertheless it was suggested that Governors be represented from four Colleges (namely Rhondda, Aberdare, Pontypridd and Ystrad Mynach) rather than the two which are considering merger.

In addition the Governing Body considered the document prepared by the Principal of Ystrad Mynach College which members agreed provided for a more considered view of the way forward.

Following lengthy discussions the Committee requested that the Principal write to all Governors unable to be present at the meeting on 14th July 2011 to seek their views by 27th July 2011 on the documents and the approach of Coleg Morgannwg. Moreover following receipt of the views of absent governors the Principal was requested to write to Coleg Morgannwg outlining the comments of the corporation and inviting further dialogue from Coleg Morgannwg in response to the concerns raised.

Resignation of Governor

Members noted that a letter of resignation had been received from Mr J Dewar. The Committee in expressing their thanks and appreciation for his commitment and service to the College provided Mr Dewar with a gift as part of a leaving presentation.

Date and Time of Next Meeting

The next meeting of the Governing Body is to be held on Thursday 13th October 2011 at 4.00pm.