

# THE FURTHER EDUCATION CORPORATION OF MIDDLESBROUGH COLLEGE

## GOVERNING BODY

Minutes of the Governing Body held on  
Monday 19 December 2011 at 5.00 pm in the Board Room

<b>Present:</b>	Mr R Brady	Chairman	College Governor
	Mr J Autherson		College Governor
	Mrs S Bates		College Governor
	Mrs M Britton		College Governor
	Mr A Hanif		College Governor
	Mr M Hopkins		Principal/Chief Executive
	Mr R Johns		Staff Governor (Academic)
	Mr M McClintock		College Governor
	Miss A McLaren		College Governor
	Mr J Milward (Item 6.3 onwards)		Student Governor
	Ms D Ripley		Student Governor
	Mr G Rogers		Staff Governor (Business Support)
	Miss S Shepherd		College Governor
	Mrs C A Wheatley		College Governor
	Mr D Whitaker		College Governor
	Mr B H Whitfield		College Governor
<b>Officers</b>	Mr R Atkinson		Clerk to the Corporation
	Mrs Z Lewis		Deputy Principal - Corporate Services
	Mrs S Morton		Vice Principal - Curriculum and Quality
	Mr D White		Interim Vice Principal - Corporate Services
	Miss C Turner (Item 6.1 onwards)		Deputy Clerk to the Corporation

### 11/100 **ITEM 1 – APOLOGIES**

Mr T Arnold	College Governor
Mr P Fiddaman	College Governor
Mrs A V Haskins	College Governor

11/101 **ITEM 2 – MINUTES**

**2.1 Governing Body (10 October 2011)**

The minutes of the 10 October 2011 were **approved** as a true record and duly signed by the Chairman of Governors.

**2.2 Governing Body (17 October 2011)**

The minutes of the 17 October 2011 were **approved** as a true record and duly signed by the Chairman of Governors.

**2.3 Governing Body (8 November 2011)**

Following the Governing Body meeting and the unconfirmed minute being circulated, Teesside University has requested further clarity with regards to the minute in respect of the Teesside University Grant sign off. After discussion on the proposal and an explanation of the rationale for the revised minute, it was **agreed** that the minute would be amended to:

- the Higher Education facilities, which were funded from a Strategic Development Grant paid to Teesside University by HEFCE will continue to be used for Higher Education Programmes for the foreseeable future.

Following this change the minutes of the 8 November 2011 were **approved** as a true record and duly signed by the Chairman of Governors.

11/102 **ITEM 3 – MATTERS ARISING**

None.

11/103 **ITEM 4 – DECLARATION OF INTERESTS BY THE GOVERNING BODY AND THE COLLEGE LEADERSHIP TEAM**

Mr Morgan McClintock declared an interest in relation to agenda item 8 but would be allowed to remain in the meeting unless it was otherwise deemed appropriate.

## 11/104 ITEM 5 – COMMITTEE MINUTES

### 5.1 Standards (23 November 2011)

Miss Sarah Shepherd (Chairman) presented the unconfirmed minutes, which were received for information. The revised format of the meeting was discussed and had proved successful with further improvements planned during the Academic Year.

### 5.2 Employment Policy (24 November 2011)

In Mrs Zandra Haskins' (Chairman) absence, Mrs Ann Wheatley (Vice Chairman) presented the unconfirmed minutes and the following recommendations were **approved**:

- the Voluntary Severance Window is to remain open until Monday 30 April 2012 but would be reviewed by the Corporate Services Committee and/or Governing Body meeting in the 2012 Spring Term.
- the Staff Governor (Business Support) and Staff Governor (Academic) would be part of the Staff Council so that the appropriate feedback can be communicated to the Corporate Services Committee and/or Governing Body.

### 5.3 Audit (6 December 2011)

Miss Sarah Shepherd (Chairman) presented the unconfirmed minutes and the following recommendations were **approved**:

- the Financial Management and Control Evaluation (FMCE) document is retrospectively approved.
- the 2010 / 2011 Financial Statements are approved.
- the Statement of Accounting Policies are approved.
- the Risk Management Policy is approved.
- the Fraud and Corruption Response Plan is approved as discussed under item 5.3.2.

- the Anti-Fraud and Corruption Policy is approved as discussed under item 5.3.3.
- the contract for RSM Tenon is extended by a further 12 months from Wednesday 1 August 2012 and this will be further reviewed in the 2012 Autumn Term.

### **5.3.1 Annual Report of the Audit Committee 2010 / 2011 (incorporating the following documents)**

Miss Sarah Shepherd (Chairman) presented the Annual Report of the Audit Committee for 2010 / 2011 and the following recommendations were **approved**:

- the Risk Management Annual Report for 2010 / 2011 is approved.
- the Audit Findings Management Letter for 2010 / 2011 is approved.

Within the report, the following documents were also **approved**:

- Audit Committee Terms of Reference.
- Risk Management Annual Report 2010 / 2011.
- Audit Findings Management Letter 2010 / 2011.
- Internal Audit Annual Report 2010 / 2011.
- Operational Internal Audit Plan for 2010 / 2011.

Following discussion on the content of the document, the Annual Report of the Audit Committee for 2010 / 2011 was **approved**.

### **5.3.2 Fraud and Corruption Response Plan**

**Approved** under agenda Item 5.3.

### **5.3.3 Anti-Fraud and Corruption Policy**

**Approved** under agenda Item 5.3.

### **5.4 Finance, Assets and General Purposes (8 December 2011)**

Mr Brian Whitfield (Chairman) presented the unconfirmed minutes and the following recommendations were **approved**:

- the Financial Regulations are approved.
- the 2010 / 2011 Financial Statements are approved.
- Individual debts of greater than £100, totalling £16,831.30 are written off.
- In future, approval of bad debts shall only be required for individual debts in excess of £1,000 rather than the current £100 limit.
- the 2010 / 2011 Health & Safety Annual Report is approved.

Within this item the Deputy Principal - Corporate Services gave an update on First Response's year-end position, which shows a lower than projected surplus. The Deputy Principal - Corporate Services then detailed the reasons for the financial position and assured the Governing Body that actions would be put in place to improve the performance in 2011 / 2012. Up-dates would be reported to the Corporate Services and / or Governing Body.

## **11/105 ITEM 6 – GOVERNANCE**

### **6.1 Governance Update (including Governance With Impact)**

The Clerk to the Corporation briefed the Governing Body on the background to the report and reference was made to the proposal that a Deputy Clerk to the Corporation be appointed to support the Governance process.

After some discussion, it was **agreed** that:

- Miss Catherine Turner would be appointed as the Deputy Clerk to the Corporation.

The Clerk to the Corporation then briefed the Governing Body on progress being made with implementing the 'Governance with Impact' Project following discussion at the Governing Body meeting on Tuesday 8 November 2011.

It was noted that the original report should have stated that Mr Morgan McClintock (College Governor) is the recommended Vice Chairman of the Audit Committee.

After some discussion on the appointment process and recommendations made by the Chairman and Vice Chairman of Governors, the following College Governors were **appointed** as Chair and Vice Chair of the respective committees.

#### **Mandatory Committees**

<b>Committee</b>	<b>Chairman</b>	<b>Vice Chairman</b>
Audit	John Autherson	Morgan McClintock
Search	Robert Brady	Sarah Shepherd

#### **Optional Committees**

*(meets at least once per year)*

<b>Committee</b>	<b>Chairman</b>	<b>Vice Chairman</b>
Corporate Services	Moira Britton	David Whitaker
Remuneration	Anna McLaren	Morgan McClintock
Standards	Sarah Shepherd	Ann Wheatley

### **Ad hoc Committees**

*(meet only as and when required)*

<b>Committee</b>	<b>Chairman</b>	<b>Vice Chairman</b>
Appeals ( <i>Senior Postholders</i> )	Moira Britton	To be elected at the meeting, if required.
Selection ( <i>Senior Posts</i> )	Robert Brady	Sarah Shepherd
Settlement	Robert Brady	Sarah Shepherd
Special	John Autherson	To be elected at the meeting, if required.

Some discussion then took place with regards to the Terms of Office for the Chair and Vice Chair of Committees and after consideration, it was **agreed** that:

- the initial Term of Office for all Chairs and Vice Chairs of Committee would be to 31 July 2013.
- the Terms of Office would allow two periods of two years with any exceptions to this rule being discussed and approved by the Governing Body.

The Standing Orders would be revised in the Spring Term ready for approval on the 26 March 2012.

It was noted that Mr Robert Brady and Miss Sarah Shepherd are to meet with the various Chairs of the new Committees on Monday 9 January 2012 regarding Committee membership before being approved by the Governing Body on the 30 January 2012.

Finally discussion took place with regards to reporting arrangements of Health, Safety & Welfare and after consideration, it was **agreed** that:

- reporting arrangements for Health & Safety would be to the Standards Committee and the Vice Principal - Curriculum & Quality is the lead member of the Principalship.

An update relating to membership of the Governing Body, Governance documents, the Foundation Code of Governance, Governor training events, Governance Performance Indicators (2010 / 2011), Safeguarding, AoC Briefings, and developments with regard to Further Education Sector Reform was also noted and received for information.

## **6.2 Student Services Up-date**

The Vice Principal - Curriculum & Quality presented the Student Service report, which highlighted activities that had taken place during Anti-Bullying Week and after discussion, it was **agreed** that:

- a selection of poems and stories submitted by learners during the Anti-bullying week will be circulated to all Governors.

Governors were then informed that, the Student Common Room (*referred to as the "Pod"*) is being considered as an anti-bullying promotional area.

Reference was also made, by the Student Governor, to discussions held with the College Leadership Team on Monday 12 December 2011, regarding difficulties being experienced by transgender learners who wish to use the College toilets and changing facilities. The College Leadership Team's recommendation to alter the signage on accessible toilets was acknowledged.

### **6.2.1 Learner Disciplinary Procedure (revised)**

Received and **approved**.

## **6.3 Student Governor Elections**

The process of election and role of the Student Governor and two Student Union Executive Members was described and after some discussion, it was **agreed** that:

- Mr Joe Milward is appointed as the second Student Governor for the period Monday 19 December 2011 to Tuesday 31 July 2012.

The Chairman of Governors formally welcomed Mr Millward to the meeting and a brief up-date on his role and his studies were noted.

The revised composition and membership is detailed in **Appendix 1** and would be posted on the Governors' Website.

11/106 **ITEM 7 – MIDDLESBROUGH COLLEGE FINANCIAL STATEMENTS  
2010 / 2011**

The Deputy Principal - Corporate Services summarised the salient points of the College's Financial Statements following detailed discussion at the Audit Committee and Finance, Assets and General Purposes Committee on the 6 and 8 December 2011 respectively. Particular reference was made to the final surplus for 2010 / 2011 of £647,000 after depreciation of assets at valuation, exceptional items and tax.

After some discussion, it was **agreed** that:

- the 2010 / 2011 Financial Statements are approved for submission to the Skills Funding Agency prior to the 31 December 2011 deadline.
- the Accounting Policies are approved.

11/107 **ITEM 8 – PRINCIPAL / CHIEF EXECUTIVE'S REPORT**

A brief report on current political and economic events and their potential impact on the strategic and day-to-day operations in Middlesbrough College was received.

Enrolments to date - in particular the impacts of the withdrawal of EMA and the increasing number of NEETs were noted and with reference to agenda item 9.1, the process of 'Shaping Our Future' was outlined and developments to date were debated.

At this point, the Governing Body was informed of the content of ongoing discussions with three external providers and the Governing Body **approved** that the Principal / Chief Executive should continue these strategic discussions and report back progress to the Chairman of Governors, Vice Chairman of Governors and the Governing Body at regular intervals.

A brief update on other matters were all noted including:

1. the progress on the new build.
2. consultation with Gateshead College and Newcastle Colleges regarding the submission of a collaborative bid.
3. discussion with the DfE regarding a pilot to develop innovative practices regarding work development in preparation for changes in the funding methodology.
4. the signing of a two year training management contract with PD Ports

The Governing Body thanked the Principal / Chief Executive for a thorough report of the strategic issues concerning the College at the present time.

The report was received for information.

## 11/108 **ITEM 9 – CORPORATE SERVICE MATTERS**

### **9.1 Shaping Our Future Update (including Investment Update)**

The Deputy Principal - Corporate Services reported that the provisional 2012 / 2013 Adult allocation, received on Friday 16 December 2011, shows a 12.7% reduction in funding. The indicative allocation from the YPLA for 2012 / 2013 is awaited but is expected to show a similar decline.

An update, pertaining to the College's strategic investment initiatives and curriculum/business adaptations was then received. The challenges, risks and financial implications of said undertakings were also outlined with an Action Plan being developed and approved by the College Leadership Team.

A further report was tabled, pertaining to discussions with a further external training provider (in addition to discussion under agenda item 8) regarding the feasibility of development of a sustainable collaborative relationship.

After some discussion on the paper and following comments from Mr Autherson, who is the link Governor, on the advantages and disadvantages of continued discussions, it was **agreed** that:

- a short-term collaborative arrangement would commence in 2012 and that Governors would be kept informed of progress.

The Deputy Principal - Corporate Services would keep the Governing Body abreast of developments on a regular basis. Both reports were received for information.

## **9.2 Sixth Form Centre (MC6) Update**

The Deputy Principal - Corporate Services briefed the Governing Body on the progress of the new build following the appointment of Miller Construction on the 17 October 2011.

The salient points of the report were received for information and Governors would be kept abreast of the progress on site with a September 2012 opening planned.

## **9.3 Recruitment and Progress Against Target (2011-12)**

The Deputy Principal - Corporate Services presented the recruitment report with up-dates on 16-18 enrolment, 16-18 Apprenticeships, adult enrolment, Higher Education funded provision and other funded streams being noted.

With regard to 16-18 enrolments, it was acknowledged that while the College expects to achieve its targets by 31 July 2012, given that the College has retained fewer learners than at the same time last year, the risk of not hitting target is higher, and the College's reliance on in-year recruitment has increased.

The College has also entered into discussions with the YPLA regarding the case to maintain funding levels for 2012 / 2013.

The Governing Body was then informed that, in an attempt to prevent a resultant reduction in funding next year and a detrimental impact on the 10 year plan, the College Leadership Team has undertaken research using an external provider to consult with former learners regarding their reasons for withdrawal.

#### 9.4 Management Accounts (September 2011)

The Deputy Principal - Corporate Services reported the overall projected surplus for 2011 / 2012 is forecast to be £452,000 (including non-core items) and the reasons for this improved provision, compared to budget were noted.

The context of the College's 'outstanding' financial health score, and the College's key strategic financial objective for 2011 / 2012, which was "to maintain financial stability" thereby reflecting the uncertain economic climate and the regional declining demographic was detailed.

Within this item, the College's Reconciliation Statement (2010 / 2011) from the Skills Funding Agency for the Adult Skills Budget was received with a claw back of £6,104. Taking into account the provision for this claw back, the net credit to the 2011 / 2012 accounts would be £189,278 and this one-off cash benefit would be reported in the next set of management accounts. The majority of this net credit was due to the release of additional Adult Learner Responsive (ALR) revenue into the Financial Statements, as initially reported to the Audit Committee on the 6 December 2011 via KPMG's Audit Funding Management Letter.

The report was received for information.

#### 9.5 VAT Update

The Deputy Principal - Corporate Services briefed the Governing Body of two claims which are being pursued by professional advisors on behalf of the College, in relation to the VAT incurred on the development of the Middlehaven Campus.

The Governing Body was taken through all options carefully due to the scale of potential risk associated with future actions. Mr Whitaker, who is the link Governor, added to the report.

After a detailed and complex briefing, it was **agreed** that:

- the Deputy Principal - Corporate Services, Mr David Whittaker and the Assistant Principal - Finance would work with KPMG to prepare one further draft letter for submission to HMRC, which sets out the College's compromise offer.

## 11/109 ITEM 10 – CURRICULUM AND QUALITY MATTERS

### 10.1 Curriculum Development Update

The Vice Principal - Curriculum and Quality presented an up-date on curriculum developments with particular reference being made 14 to 16, 16 to 18 and 19+ Strategic Curriculum Development Plans.

The external influences, college response and main risks for 2011 / 2012 and beyond were summarised and acknowledged.

Within this item, reference was also made to the College's participation in a research project undertaken by the Department of Business, Innovation and Skills (BIS) with regards to managing the Government's new initiatives for the unemployed. The positive comments received were noted and it was acknowledged that the College may be involved in follow-up interviews.

The report was considered and received for information.

### 10.2 Self-assessment Report (2010-11)

The Vice Principal - Curriculum & Quality presented the outcomes of the SAR process for 2010 / 2011 with the aspect grades being reported as:

- Overall Effectiveness – Good (grade 2).
- Capacity to Improve – Good (grade 2).
- Outcomes for Learners – Good (grade 2).
- Quality of Provision – Good (grade 2).
- Leadership & Management – Good (grade 2).
- Safeguarding – Good (grade 2).
- Health & Safety – Good (grade 2).

The grades were also compared to those awarded in 2009 / 2010 and after some discussion and comments from Miss Sarah Shepherd and Mr John Autherson, who are the link Governors, it was **agreed** that:

- the Self-Assessment Grades for 2010 / 2011 are approved.
- the Self-Assessment Executive Summary is approved so that it can be submitted to the Skills Funding Agency before the 31 December 2011 deadline.

### **10.3 College Performance Report (2010 / 2011)**

The final success, retention and achievement rates for 2010 / 2011 and the progress against targets were noted after being discussed in detail at the Standards Committee on Wednesday 23 November 2011.

### **10.4 Single Equality Scheme**

The Single Equality Scheme and the Single Equality Scheme Action Plan for the next 3 years were detailed and after discussion, it was **agreed** that:

- the Single Equality Scheme is approved.
- the Single Equality Scheme Action Plan is approved.

## **11/110 ITEM 11 – INFORMATION ITEMS**

### **11.1 Strategic Planning Review 2010 / 2011**

The report was received for information.

### **11.2 Work Based Learning Update 2011 / 2012**

The report was received for information.

### **11.3 Outward Collaborative Provision Update 2011 / 2012**

The report was received for information.

### **11.4 Aim Higher Annual Report 2010 / 2011**

Received for information.

### **11.5 FE+ Annual Report 2010 / 2011**

Received for information.

### **11.6 Equality and Diversity Update**

The report was received for information.

## **11/111 ITEM 12 – DATE OF NEXT MEETING**

The Governing Body will meet as follows in 2012:

- Monday 30 January 2012 at 5.00 pm.
- Saturday 24 March 2012 at 10.00 am (\*\*)
- Monday 26 March 2012 at 5.00 pm.
- Wednesday 9 May 2012 at 10.00 am (\*).
- Monday 9 July 2012 at 5.00 pm.

(\*) Governing Body Training Morning.

(\*\*) Governing Body Strategic Planning Day.

The 30 January 2012 meeting will focus on progressing discussions with regards to Governance With Impact along with some key up-dates in relation to “Shaping Our Future”. The meeting therefore may be deemed as a Training Meeting following discussions with the Chairmen of Committees on the 9 January 2012.

11/112 **ITEM 13 – ANY OTHER URGENT BUSINESS**

**13.1 FE+**

Mr Brian Whitfield (College Governor) sought and received confirmation of the Principal / Chief Executive's attendance and participation at FE+ meetings.

11/113 **ITEM 14 – MATTERS FOR PUBLICATION**

All agenda papers will be made available in the normal way and circulated to the Learning & Resources Centre with the exception of:

**5.3.2 Fraud and Corruption Response Plan.**

**9.1 Shaping Our Future (including Investment Up-date).**

**9.2 Sixth Form Centre (MC) Up-date.**

**11.3 Outward Collaborative Provision Up-date  
2011 / 2011.**

**15.1 Confidential Minute (10 October 2011).**

**15.2 Remuneration Minutes (24 November 2011).**

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Unconfirmed minutes of the meeting, along with the agenda and any appendices, will be posted on the Governors' Website once approved by the Chairman of Governors unless any comments are received by the Clerk to the Corporation from Governors within five working days of them receiving the unconfirmed minutes.

The Staff Governor (Business Support), Staff Governor (Academic), two Student Governors, Deputy Principal - Corporate Services, Vice Principal - Curriculum and Quality and Interim Vice Principal - Corporate Services all left the meeting.

11/114 **ITEM 15 – RESERVED MATTERS**

**15.1 Confidential Minute (10 October 2011)**

**Approved** for inclusion in the minutes.

**15.2 Remuneration Committee (24 November 2011)**

Mrs Ann Wheatley (Chairman) presented the unconfirmed minutes, which highlighted the outcomes of the Performance Reviews for the Principal / Chief Executive, Deputy Principal - Corporate Services and the Clerk to the Corporation. No issues were raised and the Remuneration Committee would continue to monitor the Senior Postholders' performances in 2011 / 2012.

The meeting closed at 7.33 p.m.

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**Actions Arising from the Minutes**

		<b>Action</b>
11/101	<p><b>2.3 Governing Body (8 November 2011)</b></p> <p>It was <b>agreed</b> the Clerk to the Corporation will amend the minute to:</p> <ul style="list-style-type: none"> <li>the Higher Education facilities, which were funded from a Strategic Development Grant paid to Teesside University by HEFCE will continue to be used for Higher Education Programmes for the foreseeable future.</li> </ul>	Clerk to the Corporation
11/104	<p><b>5.2 Employment Policy (24 November 2011)</b></p> <p>The Voluntary Severance Window is to remain open until Monday 30 April 2012 but would be reviewed by the Corporate Services Committee and/or Governing Body meeting in the 2012 Spring Term.</p>	Corporate Services Agenda 6 March 2012
11/105	<p><b>6.1 Governance Update (including Governance With Impact)</b></p> <p>The Standing Orders would be revised in the Spring Term ready for approval on the 26 March 2012.</p> <p><b>6.1 Governance Update (including Governance With Impact)</b></p> <p>Reporting arrangements for Health &amp; Safety would be to the Standards Committee and the Vice Principal - Curriculum &amp; Quality is the lead member of the Principalship.</p> <p><b>6.2 Student Services Up-date</b></p> <p>A selection of poems and stories submitted by learners during the Anti-bullying week will be circulated to all Governors.</p>	<p>Clerk to the Corporation</p> <p>Clerk to the Corporation</p> <p>Deputy Clerk to the Corporation</p>

		<b>Action</b>
	<p><b>6.3 Student Governor Elections</b></p> <p>The revised composition and membership is detailed in <b>Appendix 1</b> and would be posted on the Governors' Website.</p>	Clerk to the Corporation
11/108	<p><b>9.5 VAT Update</b></p> <p>The Deputy Principal - Corporate Services, Mr David Whittaker and the Assistant Principal - Finance would work with KPMG to prepare one further draft letter for submission to HMRC, which sets out the College's compromise offer.</p>	Deputy Principal (Corporate Services)
11/113	<p><b>14 Matters for Publication</b></p> <p>Unconfirmed minutes of the meeting, along with the agenda and any appendices, will be posted on the Governors' Website once approved by the Chairman of Governors unless any comments are received by the Clerk to the Corporation from Governors within five working days of them receiving the unconfirmed minutes.</p>	Clerk to the Corporation
11/114	<p><b>15.1 Confidential Minute (10 October 2011)</b></p> <p><b>Approved</b> for inclusion in the minutes.</p>	Clerk to the Corporation

## **Committee Circulation**

Mr R Brady	College Governor
Mr T Arnold	College Governor
Mr J Autherson	College Governor
Mrs S Bates	College Governor
Mrs M Britton	College Governor
Mr P Fiddaman	College Governor
Mr A Hanif	College Governor
Mrs A V Haskins	College Governor
Mr M Hopkins	Principal and Chief Executive
Mr R Johns	Staff (Academic)
Mr M McClintock	College Governor
Miss A McLaren	College Governor
Mr J Milward	Student Governor
Miss D Ripley	Student Governor
Mr G Rogers	Staff (Business Support)
Miss S Shepherd	College Governor
Mrs C A Wheatley	College Governor
Mr D Whitaker	College Governor
Mr B H Whitfield	College Governor
Mrs Z Lewis	Deputy Principal - Corporate Services
Mrs S Morton	Vice Principal - Curriculum & Quality
Mr D White	Interim Vice Principal - Corporate Services



## **Appendix 1**

### **Composition & Membership as of Monday 19 December 2011**



## Membership & Composition

### Governing Body

Name of Governor	Term of Office	Category of Membership	Max / Min Number In the Category
Mr T Arnold Mr J Autherson Mrs S Bates Mr R Brady Mrs M Britton Mr P Fiddaman Mr A Hanif Mrs A V Haskins Mr M McClintock Miss A McLaren Miss S Shepherd Mrs C A Wheatley Mr D Whitaker Mr B H Whitfield	3 October 2014 29 June 2012 29 March 2013 31 July 2012 3 October 2014 3 October 2014 29 March 2013 31 July 2012 3 October 2014 3 October 2014 29 June 2012 14 December 2012 29 March 2013 31 July 2012	College Governors x 14	Max 15 members

<b>Name Of Governor</b>	<b>Term Of Office</b>	<b>Category Of Membership</b>	<b>Max / Min Number In The Category</b>
Mr R Johns Mr G Rogers	10 October 2012 19 December 2012	Academic x 1 Business Support x 1	Min 1 member Max 3 members
Mr J Millward Miss D Ripley	19 December 2011 to 31 July 2012 1 August 2011 to 31 July 2012	Student x 2	Min 2 members Max 3 members
Mr M Hopkins	1 August 2010	Principal x 1	
<b>Total</b>		<b>19 members (19 in post)</b>	<b>Min 12 members Max 20 members</b>

### Other Notes

- 1 Minimum 12 members on the Governing Body.
- 2 Maximum 20 members on the Governing Body.
- 3 Staff members must be nominated and elected (*Only academic staff can nominate and elect an academic member*).
- 4 Student membership is determined by the Student's Union Constitution.
- 5 Quorum of 8 Governors.

Correct as of Monday 19 December 2011.