



HUDDERSFIELD NEW COLLEGE  
FURTHER EDUCATION CORPORATION

MINUTES OF THE CORPORATION MEETING  
HELD AT HUDDERSFIELD NEW COLLEGE  
ON THURSDAY 24<sup>th</sup> SEPTEMBER 2009 AT 5.30pm.

**MINUTES**

Present Mr T Auckland (Chair) Mr B Atkinson, Mr C Darnbrook, Ms L Dearman, Mr D Giblin, Ms A James, Mr S Leigh, Mr D O'Neill, Prof M Page, Mr P Smelt, Mr M Sokhal, Ms L Tempest, Mr R Vincent, Ms J Westacott, Ms A Williams.

In attendance: Mr P Allen, Mr P Kennedy, Mr A Shaw, Ms H Smithson,

Clerk Mrs C Coupland

1. Apologies for absence  
Apologies were received from Mr G Craik, Ms M Gill and Mr M Farrer

**Resolved:**  
**Apologies accepted.**

- 2) Minutes of the meeting held on 01.07.09

**Resolved:**  
**That these be accepted as a correct record.**

- 3) Matters arising

The Chair welcomed the new members present at tonight's meeting: Ms Alison James (parent Governor) and Mr Conor Darnbrook (student Governor and Student president). Formal introduction was also made on behalf of Mr Paul Allen, Managing Director of AA Projects Ltd, who was present for the 'Schools for the Future' agenda item.

*Declaration of interests:* In respect of the agenda item: 'Schools for the Future', declaration of interests were made by Mr R Vincent, Mr M Sokhal, Mr S Leigh and Ms L Tempest.

- Resolved:**
- Declaration of interests to be recorded
  - For all members to remain in the meeting and contribute to discussions.
  - For Mr Vincent and Mr Sokhal to abstain from voting on this item given their roles within the Local Authority.

*Student Members:* The Student Union held an election on Thursday 17<sup>th</sup> September 2009 and elected Mr M Farrer as the second student member for the Corporation. The Search Committee made recommendation to the Corporation to endorse the appointment of Mr Farrer.

**Resolved:**

- **That Matthew Farrer be appointed in accordance with Instrument 2(1)(f) for a term of office of one year ending 30 June 2010.**

*Schools for the Future:* Copies of recent correspondence about potential sites for a new Sixth Form Centre in North Kirklees sent between the Principal, The Chair of the Corporation and Ms Alison O'Sullivan (Director for Children & Young People; Kirklees Council) have been distributed amongst the Corporation Members in preparation for tonight's Meeting.

*Health and Safety:* The Clerk confirmed that the briefing papers on the legislation changes to Corporate Manslaughter and Health and Safety Offences Act remain outstanding.

**Resolved:**

- **For outstanding Briefings to be made available as soon as possible.**

4) Principal's report.

The Principal reminded members that tonight's Corporation meeting was called to specifically discuss the Schools for Future item. However the Principal wished to use this opportunity to discuss two additional items: Learner Numbers and Machinery of Government. Ms Williams advised members that college achievements was to be discussed at the pending Quality Meeting on Monday 28<sup>th</sup> September 2009 and will be brought to the next Corporation meeting on 16<sup>th</sup> December 2009.

*Learner Numbers:*

Ms Williams informed members that the college learner number target is 2069 learners on 19<sup>th</sup> October 2009. The recruitment target to ensure the learner target number was met was 2200 learners on 7<sup>th</sup> September 2009. The current learner number total is 2355. The Principal was of the view that it is highly likely that the learner number target of 2069 will be met. If the college exceeds this target by 10% i.e. HNC has 2276 learners on 19<sup>th</sup> October, the Department for Children, Schools and Families (DCSF) has stated that additional funding will be available. HNC expects to exceed its learner number target by 10% thus the college will secure some additional funding available for the extra 207 students.

Ms Williams acknowledged that the College had significantly over recruited this year. The reasons for this include:

- Higher attainment at 16 in Kirklees (the College has 19 partner schools in Kirklees)
- The economic recession and decline in employment opportunities at 16
- The demise of Kirklees College's A level offer
- Accommodating too many students from the waiting list
- The growing reputation of the college.

The Principal acknowledged that in the long term, the College needs to review the admission and enrolment process to ensure manageable numbers next year. In the short term, as an immediate response to additional learners, additional staffing and resources have been directed to the areas of most

need. Currently only 16 teaching sets (15 in L6th and 1 in U6th) out of 366 teaching sets have group sizes outside the Sixth Form College maximum class sizes range from 22.8-25.6 (L6th) and 21.7 – 23.4 (U6th). In response to this, the Principal informed the Corporation that the Senior Management Team will continue to work with relevant Head of Departments over the next few weeks to explore how staff and students can be supported to ensure that students achieve to their potential.

**Resolved:**

- **Learner Numbers to be revisited as an agenda item at a future Corporation Meeting.**

*Machinery of Government Changes:*

The Principal opened by thanking Mr B Atkinson for bringing the urgency of this item to her attention. Ms Williams informed the Corporation that the process for designation as a Sixth Form College Corporation will happen in stages. The Secretary of State will have the power to make an initial designation of Sixth Form College Corporations by order. This power will commence after the Apprenticeships, Skills, Children and Learning Bill (ASCL Bill) receives Royal Assent but Sixth Form Colleges will be able to consider whether they wish to take the new status before that date.

Huddersfield New College, like all other existing Sixth Form Colleges, will be asked formally if we wish to designate in September/October 2009. A response is to be made by the Corporation by the end of December 2009 allowing time for the DCSF to prepare an order which will list all the colleges that are taking on the new designated status.

The Principal advised the Corporation that Huddersfield New College meets the criterion for the new status as it exceeds 80% 16-19 provision.

Ms Williams advised that the Sixth Form Colleges Forum (SFCF) encourages all Sixth Form Colleges to take this designation and that the SFCF is to produce a briefing paper on the future position for designated Sixth Form Colleges. In addition Ms Williams agreed to submit a further paper identifying the 'pros and cons' of designation as a Sixth Form College for the December Corporation Meeting.

**Resolved:**

- **Machinery of Government changes to be an agenda item at the next Corporation Meeting at which the Corporation will need to decide on designation**
- **For the Clerk to circulate the SFCF briefing paper once received and additional analysis paper on behalf of Ms Williams.**

5) Schools for the Future: (confidential item)

6) Health and Safety:

The Chair advised the Corporation that an obligatory Health and Safety assessment was undertaken at the College in July 2009. The assessment concluded that the College was well maintained.

7) Feedback from Committees:

- Search Committee, 24<sup>th</sup> September 2009.

**Resolved:**

- **The Corporation supported the need for the Skills Audit to be distributed by the December meeting.**
- **The Corporation agreed to publish member bibliographies on the Corporation web page. A proforma will be circulated to all members by the Clerk.**

**Reserved Item:**

- Remuneration Committee, 24<sup>th</sup> September 2009.

8) **AOB:**

Mr Smelt approached the Corporation members regarding the timeliness of the distribution of the Minutes. Ms Williams also made recommendation to the members regarding the appropriateness of senior management staff to also approve the minutes prior to general distribution.

**Resolved:**

- **The Clerk is to prepare and circulate minutes to all members within 10 working days. All minutes are to be approved by the Chair and the relevant member of the SMT in attendance prior to distribution.**

9) **Determination of Confidentiality.**

It was determined that the agenda item 'Schools for future' is to remain confidential until after the public consultation.

Resolutions supported from the Remuneration Committee Meeting are to remain confidential given that they relate to named individuals and pay conditions.

10) **Date of next meeting:** 16<sup>TH</sup> December 2009 at 5.30pm at Huddersfield New College.