



**MINUTES OF THE CORPORATION MEETING
HELD ON 9 MAY 2023
Warrington Campus**

Present:

Mervyn Ward	Chair
Andrew Bainbridge	Member
Martin Berman	Member
Ben Brady	Staff Governor
Robert Cox	Member
Andrew Ellams	Member
Lucy Gardner	Member
Gillian Hopwood-Bell	Member
Nichola Newton	Principal
Paula Rowland	Member
Caroline Rowley	Member
Kirstie Simpson	Member
Geoff Spencer	Member
Melanie Walsh	Member

In attendance:

Rebecca Salisbury-Moss	Assistant Principal: Business Development and Growth
Rebecca Welch	Assistant Principal: Quality and MIS
Andrew Williams	Vice Principal: Curriculum
Laura Churchill	Clerk to the Corporation

The meeting opened at 10:35am

1 APOLOGIES FOR ABSENCE

For noting: to receive any apologies for absence

- 1.1 Apologies for absence were received from Steven Broomhead, Naomi Jones, Peter Scott and Kelsey Sidall.

2 DECLARATIONS OF INTEREST

For noting: members to declare any interests in items on the agenda

There were no declarations of interest from members in any item on the agenda.

3.1 ACCOUNTABILITY AGREEMENT

To consider and if so minded, approve in principle the draft accountability agreement

- 3.1.1 The Principal explained to members that the accountability agreement presented was still in draft with some minor amendments needed prior to publication alongside any

suggestions made by the Board. Members heard that writing the accountability agreement had been difficult in the absence of the Local Skills Improvement Plan ('LSIP') which would not be available until the autumn. Members noted that the deadline for the publication of the accountability agreement was the 31 July 2023. It was explained that upon publication of the LSIP, some elements of the accountability agreement may be amended and also that the college were awaiting a publication from the Warrington Skills Commission which was also yet to be completed and may impact the college's accountability agreement.

- C- A member challenged in regards to the document whether the level of detail contained was necessary, given that the purpose of the agreement was to demonstrate strong employer engagement but that the college needed and wanted scope to be flexible and agile given the changing nature of the sector.

ACTION 1 – principal to remove some of the detail contained within the document relating to targets so that the college could remain flexible and agile.

- C- Members commented that it would be helpful to have a paragraph at the start of the document outlining the purpose, intended audience and scope of the document.

ACTION 2 – Principal to add an introduction to the document outlining the scope, purpose and intended audience.

- 3.1 The Principal explained that the template used for the document was based upon others which had been published within the sector but because the requirement was new, there was not yet an established good practice model. The Principal reported that the intention was to share the document with the Cheshire and Warrington principal's group as key stakeholders.

- Q- A member asked whether the agreement could be more concise and that in places, it seemed repetitive.

- R- Members were informed that any duplication would be removed.

ACTION 3 – Principal to check for any duplication within the document.

- Q- A member asked in regards to the section about consultation, whether the college's steering groups needed to be included.

- R- Members were informed that the steering groups would be added as a further group for consultation.

ACTION 4 – Steering groups to be added as further groups for consultation.

- 3.2 Members heard that the likely emerging priorities within the LSIP would be manufacturing, health and life sciences which were closely aligned to the college's priorities and chimed with the plans for the Winsford campus around health and life sciences.

- C- A member asked whether personal skills should be pulled out as a separate section in the document given the strength of employer voice about the development of skills.

- R- Members were informed that a separate section on skills would be included.

ACTION 5 – Section to be added about the skills being requested by employers.

- 3.3 Members discussed that Cheshire West and Chester were concerned about the number of learners in the locality not in education, employment or training (NEET) and were looking to the college to provide support. Members heard that the college would work with the council to address this, whilst acknowledging the limitations of the Winsford campus. Members heard that the agreement overtly detailed the college's commitment to the constant review of the curriculum to ensure that it was fit for purpose and meeting local skills need.
- Q- A member asked whether the college had considered offering haulage and logistics courses.
- R- Discussion ensued about the college's contemplation of the offer previously but the decision not to progress because similar offers by local colleges had not succeeded. Members discussed that the haulage and logistics companies tended to provide their own training but required things like leadership and management courses from education providers, which the college did offer. It was noted that there were several specialist providers already in the area which the college would not compete with for the logistics and haulage training.
- 3.4 Members discussed that it was important to consider what the college were doing for courses which were popular but not priority areas, such as hair and beauty which also required investment. It was agreed that it would be kept under review.
- C- A member commented that although a full consultation without the publication of the LSIP seemed meaningless, the draft accountability agreement should be shared with stakeholder groups.

ACTION 6 – Principal to share the agreement with key stakeholder groups.

- C- A member asked in regards to embedding sustainability within the curriculum by 2024 whether it could be done sooner.
- R- Members were informed that it was being done already but would move towards being more formalised in 2024.
- C- A member commented that what the college was doing already should be more explicit because there was some excellent practice which did not come through within the document.

ACTION 7- Principal to draw out sustainability more within the agreement.

It was **RESOLVED** that members approved in principle the accountability agreement and that delegation of authority was granted to the Chair to approve the final version.

The meeting closed at 11:30am