



Minutes of the meeting of the Corporation of Birmingham Metropolitan College of Further and Higher Education held at Matthew Boulton Campus on Friday 4 September 2009 at 8am

Present: Mr D Edmonds (Chair)
Mrs C Braddock (Principal)
Ms A Halai
Mr S Sharma
Mr A Burley
Ms C Levine
Mr S Pearce
Ms C Mayne
Ms S Binning
Mr A Mangal
Ms R Boyne
Mr K Culliford
Mr D Gould

In Attendance: Mr K Meeson (Previous Clerk to Corporation)
Mr B Pattni (Executive Director Finance & Data Management)
Mr C Hill (Executive Director IT & Estates)
Mr N Davies (Executive Director Business Development)

Apologies for Absence

Apologies were received from Mr T Lipscombe, Ms J Richard, Ms G Swanton, and Ms V Broadhurst.

Members were informed that Janet Leigh handed in her resignation over the summer and the College was in the process of appointing a new Clerk. It was proposed that Nishma Patel be appointed as the interim Clerk until the start of the new Clerk. This was approved.

Confirmation of Chair and Vice Chair 2009/10

The Principal proposed Mr D Edmonds as the new Chair for Birmingham Metropolitan College. Mr T Lipscombe was formally proposed as Vice Chair. This was seconded by Mr A Mangal and Mr S Sharma.

The new Chair thanked the Corporation for their ongoing support. He also expressed thanks on behalf of the Corporation for the launch event held on Tuesday 1st September 2009. He stated the celebrations had a positive and impressive impact, gaining excellent media coverage and very good feedback from staff, governors and

invited guests. The Chair wished to convey thanks to all staff particularly Bridgett Byrne, Kim Vaughan, John Starmer and Mukesh Kumar for all their efforts in organising the launch for Birmingham Metropolitan College.

The Chair gave an overview of Governors' Review Day highlighting the agreements made and the main points for consideration. (Notes from Pete Ashby to be re-distributed to Corporation members).

Declarations of Interest

There were none.

Appointment of Staff and Student Members of the Corporation

The item was presented by the Principal who formally introduced Ms C Mayne and Ms S Binning as student members of the Corporation approved at the last meeting. It was announced that Mr D Latham had been elected as the academic member of staff and Ms M Dufaye as the business support member of staff to stand as staff governors. It was agreed that these posts would be for a one year term of office. The ballot was counted on Thursday 3rd September 2009 as witnessed by the Chief Superintendent James Andronov of Sutton Coldfield.

Item 1 Confirmation of the Composition of the Corporation and Committee Structures

The Chair presented this item and referred to the list of Members of the Corporation of Birmingham Metropolitan College. It was noted that there were only two minor changes to be made with reference to Mr S Sharma's name so that the tables coincide with one another. Ms J Richard had raised the omission of her skill set on the tabulated listing. These should have been listed as professional accountant. These amendments were noted for the minutes.

Item 2* Minutes of the Meetings of Matthew Boulton and Sutton Coldfield Corporations held on 9th and 16th July 2009.

These were noted and approved.

Item 3 Financial Reports

Pay Award 2009/10

- The item was presented by the Principal with reference to the paper submitted by Paul Miner. The Pay Award options proposed to the Corporation for 2009/10 were for a 1.75%, 1.5% or 0% pay award.
- The Principal led the discussion by stating that Birmingham Metropolitan College had made significant efficiency savings and it would boost staff morale if the College could provide the maximum

pay award proposed, which would be additional to any pay increments due to staff.

- Members expressed concern on what public perception would be, taking into consideration the current economic climate, thus giving the impression the College is being overly generous.
- Mr B Pattni in response explained that all options including the maximum option of 1.75% was affordable and had been planned within the financial forecast previously approved.
- There was a discussion on how the College pay scales compared with other colleges. Mr S Sharma suggested a set policy be put in place for the future on how the board would position itself in relation to pay.
- In response the Principal stated that the amalgamation of pay scales and the harmonisation of policies would be brought to the next board meeting. As most colleges are independent, timely data surrounding pay is difficult to assemble; instead it may be more appropriate to undertake a comparison of current rates of advertised posts. Mr C Hill agreed to undertake this task.

Recommendation:

- (i) After considerable discussion, the unanimous decision was to award staff the 1.5% pay award implementing the AoC recommendation and separately award a 0.25% pay award, in acknowledgment of all the work for the College merger;
- (ii) The Corporation reviewed the hourly rates paid to associate lecturers and approved the appropriate increase in those hourly rates with effect from 1 September 2009.

Financial Forecast 2009/10

The item was presented by Mr B Pattni who informed members that the forecast had previously been presented to the Corporation at both Colleges for approval. An overview was given including the following details:

- Following minor budgetary changes, the College still continues to project the same level of surpluses as originally forecasted.
- Year 1 of the amended financial forecast represents the budget for the newly merged Birmingham Metropolitan College.

Recommendation:

The financial forecast 2009/10 was approved with minor changes.

Item 4 Policy Review and Resolutions (disk attached)

- The item was presented by the Principal who explained the disk attached was for reference purposes, giving the Corporation a full awareness on the policies that Birmingham Metropolitan are currently adopting.
- Policies have been issued to all staff. Staff have full access to them all via Sharepoint. The Principal explained that a few policies need updating and would be brought for validation at a later date. The Sutton Coldfield policies will be the default policies until the outstanding policies have been updated.
- It was agreed that Corporation members would be given access to Sharepoint and this is to be arranged by Clive Hill.

Item 5 Dissolution Order of Matthew Boulton College of Further & Higher Education

Following the approval of the merger between SCC and MBC, the Dissolution Order was laid before parliament and came into force with effect from 1 August 2009. Following the dissolution, the College has taken forward the harmonisation processes. The Principal discussed a number of issues due to be reviewed over the next period:

- All harmonisation plans are now being implemented across all academic and support areas.
- The closing down of accounts for Matthew Boulton College would be completed in the next financial period.
- The Principal stated that at the next meeting the harmonised terms and conditions for all staff be presented to the Board for full consideration.

Item 6* Date of Next Meeting

Calendar of Corporation Meetings 2009/10

- The Chair introduced this item and the Corporation discussed the meetings noting the start times.

Recommendation:

The Corporation approved the Calendar for 2009/10.

Items for Reference

- The Principal introduced this item.
- Information provided for reading purposes. The Principal explained the Items for Reference were inserted to keep the Corporation informed and any further information required was available. This was part of the Induction Development process.

Any Other Business

- The Principal invited Corporation members to have an informal tour of all campuses to see the summer works completion.
- Any further questions or issues to be emailed to Nishma Patel nipatel@sutcol.ac.uk interim clerk.

Date of the next meeting

The next meeting of the Corporation of Birmingham Metropolitan College will be held on Wednesday 16th December at 8am.

The Meeting closed at 9.15am.

Signed..........Print Name.....*D.J. Edwards*.....

Chairman

13 May 2010