

## MINUTES OF EXTRAORDINARY CORPORATION MEETING

HELD: Thursday 11 March 2021 at 16:30 hours  
via Microsoft Teams

Present:	In Attendance:
Cath Orange (Chair)	Chris Malish (Deputy Chief Executive Officer)
Paul Ashton (Vice Chair)	Sarah McKenzie (Clerk)
Paul Birtles	Allison McEvoy (Assistant Clerk)
June Durrant	
Ann Kendal	
Billy Khokhar	
Marvina Newton	
Neil Ward	
Emmanuel Osei Boateng	
Chris Webb (CEO)	
Tiffany Lythgow	
Richard Woods	
Azim Kidwai	
Fiona Thompson	
Cuthbert Pazvakavambwa	
Shezad Aslam	
Apologies:	
Steve Roberts	

*The quorum was six governors*

*L/J Denotes the time a Governor left/joined the meeting. Where the individual was not named in the minutes, a record was held separately and was available on request.*

Item		Action
<b>Housekeeping</b>		
1.	<b>Chair's Welcome and Introductions</b>	
1.2	The Chair welcomed everyone to the meeting and introduced the new Independent Governors, Azim Kidwai, Fiona Thompson, Cuthbert Pazvakavambwa and Shezad Aslam.	
2.	<b>Apologies for Absence</b>	
2.1	Apologies for absence were made for Steve Roberts.	
<b>Items for decision</b>		

<p><b>3.</b></p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p><b>College Transformation Fund</b></p> <p>The DCEO advised that early in 2021 the government launched the College transformation fund (£1.3bn nationally) that aims to address the chronic underfunding of capital to the FE Sector over many years.</p> <p>Allocation of funds was to be via a competitive bidding process, in which applications need to be submitted by the 22 of March and must be accompanied by approval by the College’s Corporation.</p> <p>The DCEO set out the proposal, which is in line with the Estates strategy, whereby the number of satellite sites is reduced, with more provision being brought back onto campus to improve student experience. It also seeks to address building infrastructure issues identify in the government buildings condition survey carried out in late 2019. The proposal covered three distinct elements at a total cost of £14.6m over three years, (£0.5m provided by the College):</p> <ul style="list-style-type: none"> <li>• Building infrastructure of the Lister building – which includes replacements windows, roof repair and the update of internal mechanical and electrical infrastructure (£2.2m)</li> <li>• Renovation of Garden Mills to accommodate the move out of the building in little Germany and creation of a 24-hour learning zone for students (£2.2m)</li> <li>• Demolition of Junction Mills and redevelopment of the site to house the future technologies centre, enabling the currently leased premises of Bowling Back lane to be vacated (£10.2m)</li> </ul> <p>The outcome of the initial application is expected to be received in May 2021, at which point the College will be invited to put in a full plan for the project.</p> <p>The DCEO explained that the initial stage application does not require a commitment to match funding though later the application does ask for a commitment of up to 50%, given the Colleges current capital cap it is proposed that only £0.5m is provided by the College. Given the current cap this may limit other internally funded capital spend that is required.</p> <p>In order to be ready to submit the second stage application, there is detailed planning that needs to be carried out, the College would need architectural drawings etc. The estimated cost of this is £188k and is proposed that contingency funds are allocated to support this</p> <p>The Chair invited governors to ask questions.</p> <p><b>Q. Please can you clarify where the Junction Mills site is?</b> A. Thornton Road in Bradford.</p> <p><b>Q. How does the student governor feel about the proposal?</b> A. Anything that improves the student experience and transforms learning, creates a space that encourages and enhances access to learning, is great. We need to ensure</p>	
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	that students are consulted throughout the process and that any plans are adaptable to that feedback.	
3.4	<p><b>Q. Is the pre-cost (£188k) the only cost or will there be more to come through?</b></p> <p>A. The cost is to put us in a position to comply with the timescales for submitting the second stage application, we have a healthy contingency pot to pay for this. If we are not successful, the preparation that has been put in place will still be an asset to the College as what is proposed forms part of the overall Estates strategy.</p>	
3.5	<p><b>Q. Does this proposal have approval from the Finance &amp; General Purposes Committee?</b></p> <p>A. It normally would have gone to Finance &amp; General Purposes Committee first but because of timing and the need for Corporation approval to accompany the application, this has come directly to Corporation to consider.</p>	
3.6	<p><b>Q. Do we meet the criteria for the bidding process?</b></p> <p>A. Yes, we do, we are adding to the student experience and the sustainability aspects in to the bid.</p>	
3.7	<p><b>Q. When will we know if we have been successful?</b></p> <p>A. May but that could possibly move in to June.</p>	
3.8	Governors reflected on how the College might interface with students on planning and on opportunities that could arise for local businesses to be part of any building work.	
3.9	Governors were reminded that the proposed project is part of the overarching estates strategy and that any success in securing funding would expediate developments. Governors were mindful that expectations of all stakeholders including students need to be managed.	
3.10	<b>APPROVED:</b> The Corporation approved the recommendation of the stage one application to the College Transformation fund and the associated spend of £188k to develop detailed plans ready for the second stage bid.	
<b>Summary matters</b>		
<b>4.</b>	<b>Any other business</b>	
4.1	The CEO highlighted that there will be a Corporation training event taking place on the 29 April 2021 and advised that governors will be invited to attend on-site at the College.	
4.2	<b>ACTION:</b> To circulate a glossary of acronyms, terms and meanings to all governors.	<b>Clerk</b>

Approved by the Corporation:

Cath Orange  
Signed by the Chair

21.04.2021  
Date

**Agreed Actions**

<b>No</b>	<b>Minute</b>	<b>Action</b>	<b>Who?</b>
1	4.2	To circulate a glossary of acronyms, terms and meanings to all governors.	Clerk