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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 4th October2021  5pm to 7pm  N006 (Microsoft Teams will be available for those unable to attend in person). | | | | |
| **KEY**  D – Items requiring a decision of Corporation.  N – Items to note.  GG – Good Governance. | | | | |
| Strategic Objective 1 – “Viable and autonomous”  Strategic Objective 2 – “Exceptional student outcomes”  Strategic Objective 3 – “Exceptional student experience”  Strategic Objective 4 – “Exceptional College community” | | | | |
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| 1. | N | **Apologies for absence** | Clerk |  |
| 2. | N | **Declarations of interest** | Chair |  |
| 3. |  | **Corporation membership**   1. To confirm that Paul Jones stood down as co-opted Governor with effect from 8th September 2021 2. To welcome the newly appointed (6/9/2021) governors to the Corporation:  * Libby Reed * Andrew Tubb * Fiona Galbraith   Note: Subject to the approval of this meeting, Fiona Galbraith’s appointment date will be amended to 8/9/2021 (from 5/1/2022) to reflect the change in Corporation membership. | Chair |  |
| 4. | N | **Chairs’ Action**   1. Further Education Professional Development Grant Pilot - approved application on behalf of the Corporation. 2. T Levels Capital Fund bid | Chair | All governors |
| 5. | N | **Education and Skills Funding Agency (ESFA)**  To receive and note the letter from the interim accounting officer and chief executive of the ESFA issued to accounting officers and chairs of corporations on 22nd September 2021. | Chair | All governors |
| 6. | N | **Principals’ Report** **(Confidential)** including:   1. Principals’ report October 2021. To include: 2. Summer 2021 results 3. Marketing and growth 4. Key Performance Indicator (KPI) tracker against Strategic Plan 2017-22. | Principal | Chair |
| 7. | D | **Strategic Plan 2022-2027**  To formally approve and sign off the Strategic Plan 2022-2027.   1. 2022-2027 strategic objectives 2. 2022-2027 strategic objectives with milestones 3. 2022-2027 wordle options | Chair/Principal | All governors |
| 8. | N | **Customer Feedback Report**  To receive and note the annual Customer Feedback Report 2020-2021. | VP Student Experience and External Relations | PH |
| 9. | N | **Subcontracting Report**  To receive and note:   1. Department of Education guidance document ‘Role of those charged with governance in subcontracting’. 2. Subcontracting report (September 2021) | Chair  Finance Director | All governors |
| 10. | N | **Financial reports and accounts. Pre-Audit update 2020-2021 and 2021-2022 outlook note**  To receive and note:   1. Pre-Audit update 2020-2021 including: 2. PO12 financial statement and commentary 3. 2021-2022 outlook update 4. Capital expenditure appropriation   To receive and note:   1. PO10 financial statement and commentary 2. PO11 financial statement and commentary   To receive and approve:   1. Additional ACOP declaration requirements for 2020-2021 (issued July 2021) | Finance Director | DZK, JT |
| 11. | N | **Student Governors**  To receive any recommendations from the Student Governor. | Student governors |  |
| 12. | N/GG | **Keeping Children Safe in Education – September 2021**   1. To receive Keeping Children Safe in Education (KCSIE) – September 2021 (full document) 2. To receive KCSIE Part 1 (stand-alone document). Note: all governors are required to read this document. 3. Update from VP Student Experience and External Relations regarding mechanisms in place regarding KCSIE 2021.   *Note: Keeping children safe in education is statutory guidance that schools and colleges in England must have regard to when carrying out their duties to safeguard and promote the welfare of children. It is essential that everybody working in a school or college understands their safeguarding responsibilities. Governing bodies and proprietors should ensure that those staff who work directly with children read at least Part one of the guidance. Governing bodies and proprietors, working with their senior leadership teams and especially their designated safeguarding lead, should ensure that those staff who do not work directly with children read either Part one or Annex A (a condensed version of Part one) of the full version of the document. This is entirely a matter for the school or college and will be based on their assessment of which guidance will be most effective for their staff to safeguard and promote the welfare of children.*  *This guidance replaces Keeping Children Safe in Education September 2020.* | Chair  VP Student Experience and External Relations | LR |
| 13. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 28th June 2021 (NB issued to Corporation for comment on 5th July 2021): 2. Confidential Internal minutes 3. External minutes 4. Matters arising from the 28th June 2021 minutes not covered elsewhere on the agenda. | Chair | All governors |
| 14. |  | **Policies**  The following policies have been reviewed and require the approval of the Corporation:   1. Freedom of Information Policy 2. Data Protection Policy | Chair | All Governors |
| 15. | G | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff.   1. Faculty of Life Sciences review meeting 14th July 2021 (BW). 2. Finance matters arising from outcome of the T Level bid (9th August 2021 - DZK, JT and Finance Director). 3. HE/Adult Education meeting 17/9/2021 (FG) | Chair | All Governors |
| 16. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair.   1. SFCA submission to the spending review September 2021 | Chair |  |
| 17. | N | **Date of next meeting**  The next Corporation meeting will take place at 5pm on Monday 6th December 2021.  **Note - Governor Health and Safety training will take place from 4.15pm and will be delivered by Helen Tonks.**  As detailed in SO Appendix 2B – Summary of Key Business 2021-2022, this meeting will receive reports on the following:   * Sign off 2020-2021 accounts * Self-assessment report and Quality Improvement Plan (QIP) sign off * Student induction survey * Adult provision (franchised provision). | Chair |  |