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| **CIRENCESTER COLLEGE** |
| AGENDA – CORPORATION – 23rd January 20225pm to 7pm N001 This meeting will also be available via Microsoft Teams for those unable to attend in person.Note: 4.15pm - This meeting will be preceded by governor training – College Performance Data presented by Matt Couzens and Harry Jerome (MIS Manager).  |
| **KEY**D – Items requiring a decision of CorporationN – Items to note GG – Good Governance |
| **Strategic objectives 2022-2027**Strategic Objective 1 – To enable all students and staff to achieve their full potentialStrategic Objective 2 – To be regionally recognised as an inspiring collegeStrategic Objective 3 – To be a college of the future |
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| 1. | N | Apologies for absence – Peter Holmes. | Clerk |  |
| 2. | N | Declarations of interest.  | Chair |  |
| 3. | N | **Bathurst Estate/The Steadings**Peter Clegg – Bathurst Estate presentation re The Steadings development.  | Chair/Peter Clegg | All Governors |
| 4. |  | **Corporation membership**To welcome the new Student Governor to the Corporation. | Chair | All Governors |
| 5.  | N | **Principal’s Report** **(Confidential)** including:1. Principal’s report January 2022
2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-27.
 | Principal | All Governors |
| 6. | N | **Apprenticeships (inc. employer relations)**To receive and note the annual report regarding the college apprenticeship programmes. | VP Student Experience and External RelationsSarah Helbrow | ATU |
| 7. | N | **Student personal development (mental health/healthy living, prep for modern Britain, careers education, employability, work experience.** To receive and note the annual report regarding student personal development.  | VP Student Experience and External RelationsMike Cadman | LR and ATUStudent Governors |
| 8. | N | **16-19 Study Programmes** **(curriculum offer, high needs support, T Levels, enrichment, STEAM)**To receive and note the annual report regarding 16-19 study programmes | VP Teaching and Learning | BW/PH |
| 9. | N | **Employer/employee relations (recruitment, staff retention, development and performance management)** To receive and note the annual HR Report regarding recruitment, retention and development.  | Head of Human Resources | SR |
| 10. | N | **Student induction survey**To receive and note the annual report regarding the student induction survey.**Note – this report is deferred to the 20th March 2023 meeting.** | VP Curriculum and Quality | Student Governors |
| 11. | N | **Financial Report and Accounts**To receive and note: 1. Capital expenditure position paper
2. Fy 2022-23 financial position forecast – verbal
 | Finance Director | DZK, JT |
| 12. |  | **Student governors**To receive any feedback from the Student Governors. | Student Governors |  |
| 13 | G | **Focus Governance**To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff1. Faculty reviews 28th November 2022, 1stDecember 2022 and 5th December 2022 - BW
2. Safeguarding, careers, student wellbeing, tutorial/education for life – 18th and 24th November 2022 - LR
 | Chair | All governors |
| 14. | G | **Governance**1. To note, approve and sign off the minutes of the Corporation meeting on 5th December 2022 (NB issued to Corporation for comment on 15th December 2022):
2. Confidential minutes – external governors only
3. Confidential Internal minutes
4. External minutes

NB: Confidential minutes for external governors only of the Corporation meeting on 5th December 2022 have been issued by email. 1. Matters arising from the 5th December 2022 minutes not covered elsewhere on the agenda.
 | ChairClerk | All governors |
| 15. | N | **Any Other Business**Chair to be notified in advance. Inclusion at the discretion of the Chair.1. For information – Annual report of the Further Education Commissioner (1 August 2021-31 July 2022).
2. For information – the calendar of Corporation and Committee meetings has been revised due to the introduction of the Coronation Bank Holiday on 8th May 2023. The meeting scheduled for that date has been moved to 24th April 2023.
 | Chair | All Governors |
| 16.  | D | **Confidential item – external governors only.****Outline pay proposals for March 2023**To receive, discuss and approve the outline pay proposals for March 2023. 1. Minutes of the subgroup meeting 15th December 2022 – circulated by email to external governors only.
2. Salary proposals for Spring Term 2023 – circulated by email to external governors only.
3. Finance report – Spring loyalty, retention and cost of living support payments – circulated by email to external governors only.

Note minutes circulated by email to all members of the sub-group for comment on 19th December 2022. Minutes circulated by email to all external governors on 21st December 2022. | Principal | External governors |
| 17. | N | **Date of next meeting**5.00 pm on Monday 20th March 2023 in N001 at Cirencester College.This meeting will be preceded (at 4.15pm) by governor training – Health and Safety. As detailed in SO Appendix 2B – Summary of Key Business 2022-2023 this meeting will receive reports on the following:* Student induction survey – deferred from 23rd January 2023 meeting.
* Annual health and safety report.
* Estate strategy, management and environmental sustainability. accommodation strategy.
* Indicative budget for 2023/2024 and pay proposals.
* College performance (Data on student outcomes for particular groups – FSM, deprived areas – Polar postcodes).
 | Chair | All Governors |