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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 22nd January 2024  5pm to 7pm  T105  This meeting will also be available via Microsoft Teams for those unable to attend in person. | | | | |
| **KEY**  D – Items requiring a decision of Corporation  N – Items to note  GG – Good Governance | | | | |
| **Strategic objectives 2022-2027**  Strategic Objective 1 – To enable all students and staff to achieve their full potential.  Strategic Objective 2 – To be regionally recognised as an inspiring college.  Strategic Objective 3 – To be a college of the future. | | | | |
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| **5pm - Governor training – preparation for Ofsted inspection**  Led by VP Curriculum and Quality, this session will present governors with information regarding the Ofsted Education Inspection Framework (EIF) and the role of the Corporation and governors in the inspection process. Attendance in person is recommended with Teams access if required. | | | | |
| 1. | N | Apologies for absence | Clerk |  |
| 2. | N | Declarations of interest. | Chair |  |
| 3. | D/N | **Corporation membership (Confidential)**   1. On the recommendation of the interview panel appointed by the Search and Governance Committee and following interviews on 9th October 2023 and 6th November 2023, references and DBS clearance, the Corporation is asked to approve the appointment of 2 external governors with immediate effect. 2. To welcome MC as new Staff Governor (Support) effective 8th January 2024. 3. To formally note the end of tenure of JF as Staff Governor (Support) effective 7th January 2024 and to thank her for her support and service to the Corporation since 2021.      1. To receive and note the revised Standing Order Appendix 3 – Corporation Members 2023/2024 (revisions highlighted). | Chair | All Governors |
| 4. | N | **Principal’s Report** **(Confidential)** including:   1. Principal’s report January 2024 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-27. | Principal | All Governors |
| 5. | D | **Academisation Working Party Report (Confidential).**  To receive and discuss the final report of the Academisation Working Party.  Governors are asked to consider the recommendations of the Academisation Working Party and to make a decision on the strategic approach to academisation. | Vice Chair | All |
| 6. | N | **Apprenticeships (inc. employer relations)**  To receive and note the annual report regarding the college apprenticeship programmes. | VP Student Experience and External Relations | Focus Governor |
| 7. | N | **Student careers guidance and personal development report (Confidential). (careers guidance, mental health/healthy living, prep for modern Britain, employability, work experience).**  To receive and note the annual report regarding student careers guidance and personal development. | VP Student Experience and External Relations  Mike Cadman | Focus Governor  Student Governors |
| 8. | 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 |
| 9. | N | **Attendance and Retention Report (Autumn Term 2023)**  To receive and note the termly Retention and Attendance Report (Autumn Term 2023). | VP Curriculum and Quality | All Governors |
| 10. | N | **Financial Report and Accounts**  To receive and note:   1. PO4 (November 2023) financial statement with commentary extended to 2027-2028. | Finance Director | DZK, TF |
| 11. |  | **Student governors**  To receive any feedback from the Student Governors. | Student Governors | BM, KH |
| 12 | G | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff   1. Safeguarding, Student Wellbeing, Tutorial, Education for Life, Student Experience – 5th October 2023 (LR) | Chair | All governors |
| 13. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 4th December 2023 (NB issued to Corporation for comment on 20th December 2023): 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 4th December 2023 have been issued by email.   1. Matters arising from the 4th December 2023 minutes not covered elsewhere on the agenda. 2. To note, approve and sign off the minutes of the extraordinary Corporation meeting on 14th December 2023 (NB issued to external governors present for comment on 20th December 2023)   NB: Confidential minutes for external governors only of the Corporation meeting on 14th December 2023 have been issued by email. | Chair  Clerk | All governors |
| 14. |  | **Standing Orders**  The following Standing Orders have been reviewed by committee and require the approval of the Corporation:  a. To receive and approve the following Standing Orders as reviewed by the Search and Governance Committee on 23rdOctober 2023:   1. Standing Order appendix 6A - Cirencester College Corporation Search & Governance Committee Constitution, Terms of Reference & Procedures. 2. Standing Order appendix 6B - Cirencester College Corporation Search & Governance Committee Kay Tasks 2023-2024. |  |  |
| 15. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair. | Chair | All Governors |
| 16. | N | **Date of next meeting**  5.00 pm on Monday 18th March 2023 in T105 at Cirencester College.  This meeting will be preceded (at 4.15pm) by governor training – annual Health and Safety training delivered by Paul Watson.  As detailed in SO Appendix 2B – Summary of Key Business 2023-2024 this meeting will receive reports on the following:   * Student induction survey 2023. * Annual health and safety report. * Estate strategy, management and environmental sustainability. accommodation strategy. * College performance (Data on student outcomes for particular groups – FSM, deprived areas – Polar postcodes). * Special Educational Needs and Disabilities (SEND) Report. | Chair | All Governors |