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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 24th January 2022  5pm to 7pm  S101 / S102 (1st floor in sports block).  This meeting will also be available via Microsoft Teams for those unable to attend in person  Note:  3.45pm - A tour of the digital building will be available for governors.  4.15pm - This meeting will be preceded by governor training – Health and Safety presented by Helen Tonks. | | | | |
| **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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| 1. | N | Apologies for absence - | Clerk |  |
| 2. | N | Declarations of interest. | Chair |  |
| 3. | N | **Principal’s Report** **(Confidential)** including:   1. Principal’s report January 2022 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-27. | Principal |  |
| 4. | N | **Apprenticeships (inc. employer relations)**  To receive and note the annual report regarding the college apprenticeship programmes. | VP Student Experience and External Relations  Sarah Helbrow | ATU |
| 5. | N | **Student personal development (mental health/healthy living, prep for modern Britain, careers education, employability, work experience, college enrichment)**  To receive and note the annual report regarding student personal development. | VP Student Experience and External Relations  Mike Cadman | LR and ATU  Student Governors |
| 6. | 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 |
| 7. | N | **Financial Report and Accounts**  To receive and note:   1. December 2021 (PO5) financial statements and commentary. 2. 99-year tenancy Deed of Lease to SSEN (Scottish and Southern Electricity Network) for construction of substation to power Digital Building and T Levels building. 3. Intention to drawn down £1m Lloyds T Level Building loan in April 2022. 4. Corporation approval with appropriate delegations for capital grant bids: 5. CIF bid 15th Dec. 21 C Block roof repair £427k; £64K match 6. CIF bid 15th Dec. 21 C Block windows £159k; £24k match 7. TLCF 11th Mar. 22 – Agriculture, Environment and Animal Centre – 3 class approx. £1m; 40% to £50% match – start “at risk” spend. 8. TLCF 11th Mar. 22 – C Block Art loft, appx. £700k – 40% to 50% match – start “at risk” spend. | Finance Director | DZK, JT |
| 8. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 6th December 2021 (NB issued to Corporation for comment on 13th December 2021): 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 6th December 2021 have been issued by email.     1. Matters arising from the 6th December 2021 minutes not covered elsewhere on the agenda. | Chair  Clerk | All governors |
| 9. | G | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff.   1. Faculty review (STEAM) on 2nd December 2021 (BW) 2. Faculty review (ALES) on 8th December 2021 (BW) 3. Faculty review (Live Sciences) on 13th December 2021 (BW) 4. Safeguarding/careers/student wellbeing/tutorial and education for life on 16th December 2021 (LR) (Confidential) | Chair | All Governors |
| 10. | N | **Careers and HE Convention**  The college annual Careers and HE Convention will take place on 8th March 2022 (1pm-6pm). Governors are invited to attend. If governors have any business contacts they would like to invite please advise JA. | Chair | All Governors |
| 11. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair. | Chair | All Governors |
| 12. | D | **Confidential item – external governors only.**  **Outline pay proposals for September 2022.**  To receive, discuss and approve the outline pay proposals for September 2022. | Principal | External governors |
| 13. | N | **Date of next meeting**  5.00 pm on Monday 28th March 2022 in N001/N002 at Cirencester College.  This meeting will be preceded (at 4.15pm) by governor training – the pastoral system presented by Mike Cadman.  As detailed in SO Appendix 2B – Summary of Key Business 2021-2022 this meeting will receive reports on the following:   * Annual health and safety report. * Estates (accommodation strategy). * Indicative budget for 2022/2023 and pay proposals. * Quality of teaching and learning (planning and implementation, impact, pedagogy, out of class learning, high achievers). * College performance (data on student outcomes for groups – FSM, deprived areas Polar postcodes). * Student Induction Survey – headline report. Note – this item was deferred from 24th January 2022. * 16-19 Study Programmes (curriculum offer, high needs support, T Levels, size of programme report, curriculum balance and ‘Digication’ plans) - this item was deferred from 24th January 2022 | Chair |  |