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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 28th March2022  5pm to 7pm  S101/02  This meeting will also be available via Microsoft Teams | | | | |
| **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. | D | **Appointment of second Vice Chair of the Corporation.**  The Corporation is asked to approve the appointment of Andrew Tubb as second Vice Chair of the Corporation.  **(Instrument of Government 6.1 refers)** | Chair |  |
| 4. | N | **Health and Safety**   1. To receive and review the annual Health and Safety Report 2. To receive, review and approve the Health and Safety Policy | Helen Tonks | PH |
| 5. | N | **Principal’s Report** **(Confidential)** including:   1. Principal’s report March 2022. 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-27. | Principal |  |
| 6. | N | **Estates (accommodation strategy)**  To receive the annual Estates Report for 2021-2022. | Principal | CH |
| 7. | N | **Student Induction Survey**  To receive the Student Induction Survey – headline report.  **Note – this item was deferred from 24th January 2022.** | VP Curriculum and Quality | Student Governors |
| 8. | D | **Indicative budget for 2022-2023**  To receive, note and approve the indicative budget for 2022-2023 – contained in the 5-year College Finance Forecast Return (CFFR) (to 2025-2026). | Finance Director | DZK, JT |
| 9. | D | **Financial Report and Accounts**  To receive, note and approve:   1. February 2022 (PO6) financial statement and commentary. 2. Application for a further £1m cash reserves appropriation to capital. 3. A paper as an appendix to item 11b which models a revised enrolment scenario of 2800 students. | Finance Director | DZK, JT |
| 10. | N | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff.   * 1. Adult Education report – 17th January 2022 (FG).   2. Faculty reviews – Human Behaviour (7th March 2022), STEAM (9th March 2022), Humanities (10th March 2022) (BW). | Chair | All |
| 11. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 24th January 2022. (NB: Issued to Corporation for comment on 7/2/2022): 2. Confidential Internal minutes 3. External minutes 4. Confidential minutes for External Governors only (NB issued by email to external governors only). 5. Matters arising from the 24th of January 2022 minutes not covered elsewhere on the agenda. | Chair | All |
| 12. | GN | **Chair’s actions**  To inform the Corporation of any Chair’s actions  Undertaken since the last meeting:   1. Bid support letter regarding Agriculture, Environment and Animal Centre (February 2022) 2. Bid support letter regarding C Block Art Loft (February 2022) | Chair | All |
| 13. | GN | **Search and Governance Committee**   1. To receive the minutes (draft) of the Search and Governance Committee meeting of 7th February 2022. 2. To receive any further recommendations from the Search and Governance Committee following its meeting on 7th February 2022: 3. Proposals and timetable for external review of governance by the end of the 2022-2023 academic year as required by the ESFA (verbal update). | Chair of Search and Governance Committee | All |
| 14. | GN | **Remuneration Committee**  To receive a verbal report of the Remuneration Committee meeting of 14th February 2022 and any recommendations from that meeting. | Chair of Remuneration Committee | All |
| 15. | GN | **Audit Committee**   1. To receive the minutes (confidential draft) of the Audit Committee meeting of 7th March 2022.   To receive and note:   1. The Risk Assurance Register as of March 2022. 2. The Interim Risk Management Report as of March 2022.   To receive any further recommendations from the Audit Committee following its meeting on 7th March 2022:   1. The appointment of the external auditors for the final optional year of their contract (2022-2023). 2. IT and cyber security update (verbal report). | Chair of Audit Committee | All |
| 16. | GD | **Policies**  To review and approve the following policies:   1. Pay and Pay Review Policy (Interim to April 2022) 2. Pay and Pay Review Policy (from September 2022)   The following policies were reviewed and are recommended for approval by the Audit Committee (7th March 2022):   1. Partnership Strategy 2. Procurement Strategy 3. Procurement Policy | Chair | All |
| 17. | D | **Standing Orders**  To receive the following Standing Orders reviewed by the Search and Governance Committee on 7th February 2022 and recommended for approval by the Corporation:   1. Standing Order Appendix 9 – Staff Governor elections. 2. Standing Order Appendix 36 – Statement of how views are elicited. | Chair | All |
| 18. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair. | Chair | All |
| 19. | N | **Date of next meeting**  5.00 pm on Monday 9th May 2022 in S101/102 at Cirencester College.  As detailed in SO Appendix 2B – Summary of Key Business 2021-2022 this meeting will receive reports on the following:   * 16-19 Study Programmes (curriculum offer, high needs support, T Levels, size of programme report, curriculum balance and ‘Digication’ plans). **Note: this item is deferred from 24th January 2022.** * Quality of teaching and learning (planning and implementation, impact, pedagogy, out of class learning, high achievers). **Note: this item is deferred from 28th March 2022.** * Pastoral support (student behaviour/attitudes, student support, student participation in enrichment and community). * Quality of teaching and learning – progress report on at-risk areas. * Indicative budget 2022-2023 sign off. * Statutory duties (safeguarding, Prevent, equalities). | Chair | All |