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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 20th March2023.  5pm to 7pm  N001  This meeting will also be available via Microsoft Teams  This meeting will be preceded by annual governor health and safety training delivered by Nathan Hall. | | | | |
| **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** - David Zan-Kreyser, Fiona Galbraith, Amelie Solomon. | Clerk |  |
| 2. | N | **Declarations of interest** | Chair |  |
| 3. | 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 | Nathan Hall | PH |
| 4 | D | **Corporation membership and appointment of second Vice Chair of the Corporation.**  On the recommendation of the Search and Governance Committee (6th February 2023) the Corporation is asked to approve:   1. The co-option of Ben West as external governor for the academic year 2023-2024 2. The appointment of Ben West as second Vice Chair of the Corporation for the 2023-2024 academic year.   **(Instrument of Government 6.1 refers)** | Chair | All |
| 5 | D | **Committee membership**  On the recommendation of the Search and Governance Committee (6th February 2023) and with the agreement of the Chair of the Remuneration Committee, the Corporation is asked to approve:   1. The appointment of Fiona Galbraith as member of the Remuneration Committee. | Chair | All |
| 6. | N | **Principal’s Report** **(Confidential)** including:   1. Principal’s report March 2023. 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-27. 3. Accountability Agreement 2023 - draft for information and comment. Note the final version will be on the agenda for Corporation approval at the meeting on 24th April 2023. | Principal |  |
| 7. | N | **Estate strategy, management and environmental sustainability (accommodation strategy)**   1. Presentation by the Principal to outline the current key estate activities. 2. To receive and note the Cirencester College Masterplan from Roberts Limbrick (Addendum Update on Progress January 2023). 3. To receive and note the Green Campus Strategy (updated February 2023). | Principal | CH |
| 8. | 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 |
| 9. | N | **College Performance**  To receive the report on college performance with data on student outcomes for particular groups – FSM, deprived areas, polar postcodes. | VP Student Experience and External Relations | BW/PH/FG |
| 10. | D | **Financial Report and Accounts**  To receive, note and approve:   1. February 2023 (PO6) financial statement and commentary. 2. Form of compliance certificate to Lloyds Bank. | Finance Director | DZK, JT |
| 11. | N | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff.   1. Focus Governor report – Faculty reviews 6th, 9th and 10th March 2023 (BW). | Chair | All |
| 12. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 23rd January 2023. (NB: Issued to Corporation for comment on 30/1/2023): 2. Confidential minutes – external governors only 3. Confidential Internal minutes 4. External minutes 5. Matters arising from the 23rd of January 2023 minutes not covered elsewhere on the agenda.   NB: Confidential minutes for external governors only of the Corporation meeting on 23rd January 2023 have been issued by email. | Chair | All |
| 13. | GN | **Search and Governance Committee**   1. To receive the minutes (draft) of the Search and Governance Committee meeting of 6th February 2023. 2. To receive any further recommendations from the Search and Governance Committee following its meeting on 6th February 2023: 3. The committee unanimously agreed to recommend to the renewal of the subscription to the ETF Governance Development Programme to the Corporation meeting on 20th March 2023. 4. Governor recruitment update (verbal). | Chair of Search and Governance Committee | All |
| 14. | GN | **Audit Committee**   1. To receive the minutes (confidential draft) of the Audit Committee meeting of 6th March 2023.   To receive and note:   1. The Risk Assurance Register as of March 2023. 2. The Interim Risk Management Report as of March 2023.   To receive any further recommendations from the Audit Committee following its meeting on 6th March 2023:   1. The tender process for the appointment of external auditors (verbal update). 2. HR system (verbal update). 3. IT and cyber security update (verbal update). | Chair of Audit Committee | All |
| 15. | GD | **Policies**  To review and approve the following policies:   1. Health and Safety Policy (agenda item 3b of this meeting refers). | Chair | All |
| 16. | D | **Standing Orders**  To receive the following Standing Orders reviewed by the Search and Governance Committee on 6th February 2023 and recommended for approval by the Corporation:   1. Standing Order Appendix 17 – Corporation and Co-opted Members’ Tenure of Office should be reviewed annually to ensure that the terms of members’ tenure are appropriate to the requirements of Corporation membership. 2. Standing Order Appendix 17 – Corporation and Co-opted Members’ Tenure of Office – the committee recommends that the tenure for corporation and co-opted members should remain currently as, 1 probation year followed by 2 terms each of 3 years (subject to review). 3. Standing Order Appendix 15 Addendum A – a definition of individual Focus Governor roles. 4. Standing Order Appendix 13 - Governor Roles. | Chair | All |
| 17. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair. | Chair | All |
| 18 | N | **Remuneration Committee - Confidential**  To receive a verbal report of the Remuneration Committee meeting of 15th March 2023 and any recommendations from that meeting. | Chair of Remuneration Committee | External Governors only |
| 19. | N | **Date of next meeting**  5.00 pm on Monday 24th April 2023 in N001 at Cirencester College.  As detailed in SO Appendix 2B – Summary of Key Business 2022-2023 this meeting will receive reports on the following:   * Quality of teaching and learning (Planning and implementation, impact, pedagogy, out of class learning, high achievers). * Pastoral support (student behaviour/attitudes, student support, student participation in enrichment and community). * 2023-2024 budget sign off and pay proposals. * Statutory duties (safeguarding, Prevent, EDI, GDPR, FOI). * Accountability statement for 2023-2024. | Chair | All |