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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 9th October2023.  5pm to 7pm  T105  (Microsoft Teams will be available for those unable to attend in person). | | | | |
| **KEY**  D – Items requiring a decision of Corporation.  N – Items to note.  GG – Good Governance. | | | | |
| 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 for the future. | | | | |
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| 1. | N | **Apologies for absence** | Clerk |  |
| 2. | N | **Declarations of interest** | Chair |  |
| 3. | N | **Chair’s Report**  A verbal report from the Chair of the Corporation. | Chair |  |
| 4. | N | **Interim Principal’s Report** **(Confidential)** including:   1. Interim Principal’s report October 2023. 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2022-2027. 3. Reinforced autoclaved aerated concrete (RAAC) – verbal update. 4. Further to an action from the strategy meeting on 18th September 2023, SLT proposals for revisions to the strategic objectives and KPI measures are to be considered by the Corporation. | Interim Principal | Chair |
| 5. | N | **Summer 2023 results**  To receive and note the Summer Results Report 2023. | VP Curriculum and Quality | All governors |
| 6. | N | **Marketing and growth**  To receive and note the annual marketing and growth report; to include transport, school liaison, website, stakeholder and community relations. | VP Student Experience and External Relations.  Marketing Manager | Tbc |
| 7. | N | **Customer Feedback Report 2022-2023**  To receive and note the annual Customer Feedback Report 2022-2023. | VP Student Experience and External Relations | PH |
| 8. | N | **Subcontracting Report 2022-2023**  To receive and note the annual Subcontracting report (September 2023) | Finance Director | All governors |
| 9. | N | **Whistleblowing Report 2022-2023**  To receive and note the annual Whistleblowing Report (September 2023). | Clerk | All governors |
| 10. | N | **Cross college student survey 2022-2023 (confidential)**  To receive and note the Cross College Student Survey for 2022-2023.  Note – this report was deferred from Corporation meeting on 26th June 2023. | VP Curriculum and Quality | All governors |
| 11. | ND | **Financial reports and accounts.**  **Pre-Audit update 2022-2023 and 2023-2024 outlook note**  To receive, note and approve Pre-Audit updates 2022-2023 including:   1. PO14 financial statement with commentary. 2. Form of compliance certificate 11th August 2023. 3. PO12 financial statement with commentary and 2023-2024 outlook update. 4. For information - College Financial Forecasting Return (CFFR) submitted for 31st July 2023. | Finance Director | DZK, TF |
| 12. | N | **Student Governors**  To receive any recommendations from the Student Governor. |  | Student governors |
| 13. | N/GG | **Keeping Children Safe in Education (KCSIE) – September 2023**    KCSIE 2023 (effective 1st September 2023) was issued to external and student governors by email on 30th August 2023 (item 13a refers).   1. Email of 30th August 2023 with KCSIE full document, KCSIE part 1, summary document outlining substantive changes for 2023 and annual declaration form for 2023-2024.   *Note - This is statutory guidance from the Department for Education (‘the Department’) issued under Section 175 of the Education Act 2002 (as amended), the Education (Independent School Standards) Regulations 2014, the Non-Maintained Special Schools (England) Regulations 2015 and the Apprenticeships, Skills, Children and Learning Act 2009 (as amended). Schools and colleges in England must have regard to it when carrying out their duties to safeguard and promote the welfare of children. For the purposes of this guidance children includes everyone under the age of 18*  *This guidance replaces both Keeping children safe in education 2022 and Sexual violence and sexual harassment (SVSH) between children in schools and colleges.* | Chair  VP Student Experience and External Relations | LR |
| 14. | D | **Policies**  The following policies have been reviewed and require the approval of the Corporation:   * 1. Safeguarding Policy   2. Data Protection Policy | VP Student Experience and External Relations  VP Curriculum and Quality | All governors |
| 15. | GG  D | **Governance**   1. **Minutes – 26th June 2023**   To note, approve and sign off the minutes of the Corporation meeting on 26th June 2023 (NB issued for comment on 5th July 2023)   1. Confidential minutes for external governors only (note – issued by email) 2. Confidential Internal minutes 3. External minutes 4. Matters arising from the 26th ofJune 2023 minutes not covered elsewhere on the agenda. 5. **Minutes – 18th September 2023**   To note, approve and sign off the minutes of the Corporation strategy meeting on 18th September 2023 (NB issued for comment on 25th September 2023).   1. Confidential minutes for external governors only (note – issued by email) 2. Confidential internal minutes 3. Matters arising from the 18th of September2023 minutes not covered elsewhere on the agenda. 4. **Further Education Code of Good Governance**   **Association of Colleges (AoC)**  The AoC has recently issued its revised FE Code of Good Governance (September 2023).  The Corporation is asked to formally adopt the revised code as required by the Education and Skills Funding Agency (ESFA) and to note that this adoption will be declared in the financial statements.   1. **Focus Governor priorities for 2023-2024 and beyond.**   Further to the strategy meeting on 18th September 2023, the priority areas for focus governance need to be agreed by the Corporation. The Search and Governance Committee on 23rd October 2023 will discuss and agree the Focus Governor appointments in line with the priority areas agreed. Governors should refer to Standing Order Appendix 2B as approved at the Corporation Strategy meeting on 18th September 2023.   1. **Corporation reports template – for discussion**   To ensure a standardized form of reporting for the Corporation, governors are asked to consider the report template for discussion and approval. | Chair | All governors |
| 16. | GG  D | **Corporation membership, tenure and appointments - confidential**  To note and approve the following:   1. Chair Designate. To commence the process for the appointment of Chair Designate as outlined in SO Appendix 12. 2. To receive and note the proposed timetable and activities for the election of the Parent Governor. 3. To receive and note the proposed timetable and activities for the election of the second Student Governor. 4. To receive and note the proposed timetable and activities for the election of the Staff Governor (Support). 5. Standing Order Appendix 3 – Corporation membership 2023-2024 - for information. |  | All governors |
| 17. | GG  D | **Standing Orders**   1. Standing Order Appendix 1 – Instrument and Articles of Government section 5, paragraph 2 to be removed. Quorum arrangements to be reviewed and noted. | Chair | All governors |
| 18. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair. | Chair |  |
| 19. | N | **Date of next meeting**  The next Corporation meeting will take place at 5pm on Monday 4th December 2023 in T105.  As detailed in SO Appendix 2B – Summary of Key Business 2023-2024, this meeting will receive reports on the following:   * Sign off 2022-2023 accounts. * Self-Assessment Report and QIP sign off. * Adult provision (Franchised provision). * Local skills improvement plans (LSIPs) and duty to review provision. | Chair | All governors |