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| **CIRENCESTER COLLEGE** | | | | |
| AGENDA – CORPORATION – 22nd March2021  5pm to 7pm  Due to restrictions in place for Covid 19, this meeting will take place via Microsoft Teams. | | | | |
| **KEY**  D – Items requiring a decision of Corporation  N – Items to note  GG – Good Governance | | | | |
| Strategic Objective 1 – “Viable and autonomous”  Strategic Objective 2 – “Exceptional student outcomes”  Strategic Objective 3 – “Exceptional student experience”  Strategic Objective 4 – “Exceptional College community” | | | | |
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| 1. | N | **Apologies for absence** | Clerk |  |
| 2. | N | **Declarations of interest** | Chair |  |
| 3. | D | **Election of Chair of the Corporation**  The current appointment of the Chair of the Corporation end on 26th March 2021. The Chair is eligible and willing to be appointed for a further 3 years (to 26th March 2024). Nominations for any other eligible governor as Chair of the Corporation were to be received by the Clerk by 17th March 2021. | Clerk |  |
| 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 | **FE White Paper**  To receive and discuss:   * The FE White Paper ‘Skills for Jobs – Lifelong Learning for Opportunity and Growth’ (January 2021). | Chair |  |
| 6. | N | **Strategy Objectives 2022-2027 (Confidential)**   1. To receive a paper from the Chair of the Corporation which outlines the proposed strategic objectives for the college for 2022-2027 | Chair |  |
| 7. | N | **Principal’s Report** **(Confidential)** including:   1. Principal’s report March 2021 2. Key Performance Indicator (KPI) tracker against Strategic Plan 2017-22. 3. Social mobility data report | Principal |  |
| 8. | N | **Estates (accommodation strategy)**  To receive and note:   * Estates report for 2020-2021 | Principal | CH, PJ |
| 9. | N | **Indicative budget for 2021-2022**  a. To formally authorise submission of a £5.1m T level building construction bid.  b. To receive and note the indicative budget for 2021-2022 – contained in the 5-year finance plan. | Finance Director | DZK, JT |
| 10. | N | **Financial Report and Accounts**  To receive and note:   * January 2021 (PO6) financial statement and commentary. | Finance Director | DZK |
| 11. | G | **Governance**   1. To note, approve and sign off the minutes of the Corporation meeting on 18th January 2021 (NB issued to Corporation for comment on 25th January 2021): 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 18th of January 2021 minutes not covered elsewhere on the agenda. 6. Microsoft Teams/SharePoint.   The Corporation are asked to give their view on the use of Microsoft Teams for the Corporation business for the future. | Chair |  |
| 12. | G | **Search and Governance Committee**   1. To receive the minutes (draft) of the Search and Governance Committee meeting of 1st February 2021. 2. To receive the following Standing Orders for approval by the Corporation: 3. Standing Order Appendix 13 which defines the role descriptions for all types of Governor - external, parent, staff and student Governor. 4. Standing Order Appendix 4 which details Corporation committee membership 5. To receive any further recommendations from the Search and Governance Committee following its meeting on 1st February 2021: 6. Action points arising from Corporation SAR 2019-2020. 7. Skills audit 2021-2022 | Chair of Search and Governance Committee |  |
| 13. | G | **Remuneration Committee**  To receive a verbal report of the Remuneration Committee meeting of 8th February 2021 and any recommendations from that meeting. | Chair of Remuneration Committee |  |
| 14. | G | **Audit Committee**   1. To receive the minutes (confidential draft) of the Audit Committee meeting of 8th March 2021. 2. To receive and note the Risk Assurance Register as of March 2021 3. To receive and ratify the following policy as reviewed by the Audit Committee on 8th March 2021:  * Fee Income Policy 2021-2022  1. To receive any further recommendations from the Audit Committee following its meeting on 8th March 2021: 2. The appointment of the external and internal auditors for the 2 optional years (2021-2022 and 2022-2023). 3. Board Assurance Framework | Chair of Audit Committee |  |
| 15. | G | **Focus Governance**  To receive reports from Focus Governors regarding contact and meetings with SLT and key college staff.   1. Marketing (PH) 2. Health and Safety (PH) | Chair | PH |
| 16. | D | **Confidential Governors only - Corporation membership and Governor Tenure**  To receive and approve the recommendations of the Search and Governance Committee regarding:   1. Governor tenure and re-appointments 2. Recruitment of new governor – proposed advertisement and timeline   NB: Standing Order Appendix 3 and Standing Order Appendix 4 refer. | Chair/  Chair of Search and Governance Committee |  |
| 17. | D | **Confidential External Governors only - Pay Proposals 2021-2022**  To receive and approve the pay proposals for 2021-2022:   1. Principal’s paper for Corporation on pay 2. Policy on Pay and Pay Reviews (Interim) | Principal |  |
| 18. | N | **Any Other Business**  Chair to be notified in advance. Inclusion at the discretion of the Chair.   1. GFirst/Cirencester College – Digication and T Levels leaflet – For information 2. SFCA Finance and Funding Conference (18/3/2021) – verbal update from the Chair | Chair |  |
| 19. | N | **Date of next meeting**  5.00 pm on Monday 26th April 2021. Venue to be confirmed.  As detailed in SO Appendix 2B – Summary of Key Business 2020-2021 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 18th January 2021 meeting.** * Stakeholder and community relations. **Note - this item is deferred from 22nd March 2021 meeting.** * Quality of teaching and learning (Report on the progress for the courses identified at risk and subject to an internal inspection). **Note – this item is deferred from 22nd March 2021 meeting.** * College performance- Data on student outcomes for particular groups; FSM, deprived areas – Polar postcodes. **Note – this item is deferred from 22nd March 2021 meeting.** * Pastoral support (student behaviour/attitudes, student support, student participation in enrichment and community). * Indicative budget 2021-2022 sign off. * Statutory duties (safeguarding, Prevent, equalities). | Chair |  |