

**Minutes of the Corporation meeting 21.3 held on Tuesday 15 March 2022, by video conference
Long Road Sixth Form College, Cambridge**

Present: Tony Humphrey (Chair), Paul Andrew, Gerry Bolton, Karen Everitt, Abby Futter, John Godwood, Vickie Grenville, Sophie Harrison, Rob Howes, Maryum Jadoon, Gemma Long, Hugo Macey, Alison Miles, Rikki Morgan-Tamosunas, Jenny O’Hare, Olivia Palo, Alex Pryce, Sebastian Rasinger, Owen Shield, Ian Wilson and Alex Wong.

In attendance: Steve Dann (Vice Principal), and Charlotte Hemmins (Finance Director)

Clerk: Anne-Marie Diaper

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| | The College’s Director of Admissions gave an overview and introductory session on her department to Corporation members |

21.3.1 **Apologies for absence**
The Principal had sent her apologies for absence, as she was on a staff development course. The Corporation Chair welcomed Abby Futter as a newly elected Corporation member (support Staff Governor) to her first meeting. He also conveyed thanks and farewell to Alison Miles, this was her last Board meeting as Independent Governor.

21.3.2 **Declarations of Interest**
None.

21.3.3 **Request for any other business**
None.

21.3.4 **Minutes of Board meeting 21.2 held on Tuesday 7 December 2021 and the minutes of the meeting 21.a held on Wednesday 9 February 2022**
With no comments nor any amendments, the Corporation deemed the minutes of the meetings held on 7 December 2021 and 9 February 2022 were true and accurate records of the meetings held.

21.3.5 **Matters arising**
None

21.3.6 **Board appointments and approvals**
Governance & Search committee (GSC) Chair appointment. The Corporation Chair advised the meeting that discussions would be likely to return to the appointment of a new GSC Chair to succeed Alison Miles, at the next meeting.

WRB21.1 Land sale, use of College seal. The Clerk advised the Corporation that it was a requirement set out in the Instrument & Articles that it be reported at a meeting when the College seal had been

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applied. She reminded the meeting that the Corporation had approved the use of the College seal by written resolution by majority vote on 12 January 2022. The seal had been applied on Friday 14 January 2022 witnessed by Tony Humphrey, Corporation Chair, and Yolanda Botham, Principal (Governor). The purpose of the use of the seal on this occasion was a sale of a piece of College land, on terms approved by the Corporation on 18 May 2021 to an external party (Northmore and Partners).

2022-23 Corporation meeting dates (draft). The draft schedule of meetings for 2022-23 had been made available to the Corporation for early review. Whilst meetings had run virtually during the pandemic, most Corporation members were keen to revert to some physical meetings as soon as possible, with a proposal for Board meetings to start in College after Easter.

21.3.7 **Report from the Governance & Search committee (GSC21.2 Tuesday 11 January 2022)**

The GSC Chair presented the report from the recent meeting referring to the minutes of that meeting. The Corporation Chair was keen for Governors who wished to undertake visits to the College, where dates had not already been agreed, to work closely with the Clerk in order that visits could take place during the early part of the summer term.

Corporation members

Code of Conduct for Corporation members 17th edition. The GSC Chair pointed out that the committee had recently considered the 17th edition of the Code of Conduct. The Code had been updated to take account of Brexit, and some changes in the sector, and the clean version now presented was tailored to the College. The GSC was happy to recommend approval of the Code.

With no comments, the Board approved the Code of Conduct for Corporation members (17th edition).

21.3.8 **Report from the Finance & Resources committee (FRC21.2 Wednesday 2 February 2022)**

The FRC Chair presented his written report.

Verbal update on land and property. The FRC Chair referred to the land sale that involved the use of the College seal. He gave an update on the new build, where a visit from the Planning Officer had given the local authority opportunity to come to the site, look at papers, and ask questions, whilst planning permission was awaited. He updated on the ecology aspects of the developments and the likely route College would follow for this. His written report touched on other aspects covered at the meeting including the Cambridge South Station and network rail

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issues, management accounts, and factors likely to affect the financial forecast.

Tuition Fees policy. The policy was presented for Board approval, and included a modest increase in line with inflation, otherwise no material changes were included in the updated policy. **On FRC recommendation, the Board approved the updated Tuition Fees policy.**

A Governor asked a question about this being the second year in a row where the College had received in-year growth funding, to which the FRC Chair and the Finance Director (FD) commented that prudent budgeting would continue, and then a revision of the financial forecast when there is certainty.

Another Governor asked about increasing energy prices. The FD advised that the College was reducing energy use as well as securing a fixed price for energy for a couple of years.

21.3.9 **Report from Standards committee (STC21.3 Thursday 3 March 2022)**

The STC Chair reported. There were no written formal minutes due to the short time between the STC21.3 meeting and the Board, however the Board had been provided with a short written report giving a flavour of the meeting. There were no items for Board approval.

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The in-year progress report had included an update on student progress using data from key assessments, learning walks and student voice activities. She touched on the performance measures adopted since the pandemic, which differed from the usual 'value added' measures, however the committee was keen to continue to focus on the progress of students and particular groups of students.

The STC meeting had also touched on progression, the Quality Improvement Plan (QIP), and the Equality, Diversity & Inclusion (EDI) report, the termly update on Safeguarding, and approval of a College policy.

A non-STC Governor asked about performance measures and how might this be handled if ALPS was not currently useful and outcomes were more difficult to predict. The VP described the use of raw grades, and grade boundaries, and the likelihood that grades achieved may lie somewhere between the 2019 exams and 2021 TAGs.

A Governor asked about progression and the outcomes for students of difference gender, and associated with ethnicity, to which the VP responded. The meeting then moved on to additional tutoring and support for students who needed it.

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A Governor asked what was the general mood and feeling in College about looming exams. A couple of student Governors responded with their thoughts, which amounted to differing viewpoints depending on the experiences of the year cohort in question. A full mocks week had recently completed and the VP mentioned that support measures were in place for those students who were worried.

21.3.10 Principal's strategic update/report

The Principal was unable to attend this meeting, so the VP presented the Principal's written report. He went through each section of the detailed report.

A Governor asked about the section on Covid and about the College ability to provide lateral flow tests (LFT) after 1 April 2022. The Finance Director (FD) commented that the College still had a considerable number of LFT test kits to enable the College to keep going with testing for a significant period.

A student Governor shared some insight on the support she was seeing for Russian and Ukrainian students, both at College and from a local MP.

21.3.11 Governance

The Corporation Chair spoke to the Clerk's written update on a couple of upcoming events.

Strategy/training day 11 May 2022. The Corporation Chair pointed out that the half day set aside on 11 May would include a keynote speaker on sustainable development/climate change. The session was also an opportunity to engage with the Strategic Future Working Group (SFWG) on its work relevant to College strategy and the next iteration of the strategic plan.

July Board meeting business. A guest speaker from the Cambridgeshire & Peterborough combined local authority was scheduled to present at the July 2022 Board on the Cambridgeshire Skills Strategy.

Governance improvement plan improvement plan (GIP) 2021/22 March update. The Clerk spoke briefly to the GIP which showed cumulative progress on many of the deliverables contained within. There were no questions on the paper.

With a request from the Corporation Chair for Corporation members to complete the online evaluation/feedback from the last strategy session on 9 February he closed this agenda item.

21.3.12 Any other business

None.

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Date of next meeting

21.4 Tuesday 7 May 2022. The meeting closed at 7.07pm

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