

## Minutes of the Corporation meeting 22.1 held on Tuesday 11 October 2022

### At Long Road Sixth Form College, Cambridge

Present: Gerry Bolton (interim Corporation Chair), Paul Andrew, Yolanda Botham (Principal), Alex Curnow, David Evans, Karen Everitt, Abby Futter, Sophie Harrison, Gemma Long, Hugo Macey, Lily-Kate McCormack, Carole Moss, Jenny O'Hare, Alex Pryce, Sebastian Rasinger, Ian Wilson and Alex Wong

In attendance: Charlotte Hemmins (FD), Harriet Riches (Assistant Principal, part meeting only), and Chris Childs (Assistant Principal, part meeting only)

Clerk: Anne-Marie Diaper

### The Assistant Principal provided an annual update and training session for Corporation members on Safeguarding and Keeping Children Safe in Education

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22.1.1	<b>Apologies for absence</b> Apologies for absence were received from Rob Howes, Maryum Jadoon, and the Vice Principal.
22.1.2	<b>Declarations of Interest</b> None
22.1.3	<b>Request for any other business</b> The Corporation Chair suggested a short discussion about the governance self-assessment process for 2021/22 and improvement planning for 2022/23, under agenda item 10.
22.1.4	<b>Minutes of Board meeting 21.5 held on Tuesday 12 July 2022</b> The minutes of the last meeting were approved by the Board as a true and accurate record of the meeting.
22.1.5	<b>Matters arising</b> None.
22.1.6	<b>Board composition, approvals and activities</b> The Corporation Chair spoke to the written paper provided by the Clerk. There were two items for approval and two for information only.

*Alex Curnow left the room at 5.55pm*

Appointment of Independent Governor – for approval. The Governance & Search committee (GSC) had formed an interview panel which had met on 29 September 2022 to interview one candidate. The GSC Chair on

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behalf of the committee led a discussion about the outcome of the interview and the suitability of the candidate. On that recommendation the Board was asked to approve the appointment.

**The Corporation agreed the appointment of Alex Curnow as Independent Governor, for a period of 4 years with effect from 11 October 2022 (ie. to 10 October 2026). He would initially become a member of the Finance & Resources committee**

*Alex Curnow returned to the meeting at 5.59pm*

Ratification of elected offices – for approval. The full paper to the Board outlined the timeframe and the democratic processes for the recent election of a Parent Governor and a Student Governor, along with the outcomes of those elections.

**The Board ratified the appointment of David Evans as Parent Governor, for a period of 2 years (in line with the I&As and the standing orders) with effect from 11 October 2022 (ie. to July 2024)**

**The Board ratified the appointment of Lily Kate McCormack as Student Governor, for a period of 2 years (in line with the I&As and the standing orders) with effect from 11 October 2022 (ie. to July 2024)**

Vice Chair. The paper outlined that due to changes in senior Corporation members during the summer, there were currently two Corporation Vice Chair vacancies. Independent Governors had been asked to make nominations for the office of Vice Chair, and one Independent Governor wished to be considered for the role; the Board was asked to consider that appointment.

**The Board unanimously appointed Independent Governor Sebastian Rasinger as Corporation Vice Chair. The arrangement would be reviewed in a year's time, through the GSC, in line with the College standing orders.**

**Independent  
Governors**

The Chair pointed out that further nominations were invited for the second role of Vice Chair, direct to the Clerk by 1 November 2022, with a view to making a further appointment at the December 2022 Board.

**Independent  
Governors**

Corporation Chair. The Board was reminded formally that in mid-August Tony Humphrey had unfortunately had to step down from his role as Independent Governor and Corporation Chair. Vice Chair Gerry Bolton was currently interim Chair (see report on WRB22.1). He asked Independent Governors to consider the role of Corporation Chair, and

send nominations direct to the Clerk by 1 November 2022, with a view to putting substantive arrangements in place at the December 2022 Board.

Finance and Resources committee (FRC) Chair. The paper to the Board also outlined that due to changes in Corporation membership during the summer, for good governance it was necessary to find a new Chair of the FRC. The GSC had discussed this carefully and the Board was asked to consider this appointment.

**The Board agreed the appointment of Independent Governor Sophie Harrison as Finance & Resources committee (FRC) Chair**

Written resolutions – for information only. The Clerk provided a report setting out recent Corporation decisions made outside of formal meetings:

- (a) WRB22.1 the Corporation reached a unanimous decision on 12 September 2022 to:
  - (i) *appoint Gerry Bolton as Interim Corporation Chair until 14 July 2023 or until a substantive appointment is made, and*
  - (ii) *appoint Ian Wilson as co-opted Corporation member until 14 July 2023.*
  
- (b) WRB22.2 the Corporation reached a unanimous decision on 16 September 2022 to approve the use of the College seal to execute a deed under the Section 106 of the planning laws, for a financial contribution related to the College’s planning application number 22/02330/FUL.

The Board noted that the seal was not applied on this occasion but subsequently amended to a more pragmatic unilateral notification. The Board received a verbal update on the matter.

Register of Interests – for information only. The Clerk presented a full copy of the Register of Interests that had been submitted for the financial statements audit. The Governance & Search committee was not due to meet until November 2022.

22.1.7 **Report from the Standards committee**

STC221.1 Thursday 22 September 2022. The STC Chair reported in brief some of the matters covered at the recent meeting, the CEIAG policy which had been approved by the committee, had been updated in line with recent guidance on employability and skills, and due to revised roles in the team. HESA data showed that progression and drop-out rates had been impacted by the pandemic, but broadly speaking patterns were positive, with low rates of non-continuation. She handed over to the

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Assistant Principal (AP) at this stage in the meeting who gave a comprehensive overview of the summer 2022 examination results and student outcomes.

He talked through the exams report, the context around the 2022 examinations, the difference students would have experienced since the last real exams in 2019, and the reasons why it was difficult to compare data.

He explained the approach to quality from 2018 to date, where the greatest variations were and what factors mostly affected results. He showed performance against SFC peers at A level and then broken down by course, the data included different student groups, and the difference between the genders. He explained data and results for Applied courses (including outlining value added successes and concerns in some courses by name), level 2 and level 4 courses, recent key assessments and then set out actions for 2022/23 which would be carried through for quality purposes in the College SAR, which would be presented to the Board in December 2022.

The STC Chair summed up that overall this year College had seen an excellent set of results but highlighted that the College would be guarding against complacency since Governors and senior leaders were very aware that there were a range of caveats since TAGs around grade boundaries in different subjects; she gave some examples.

A Governor asked a question about ALPS grades and a short discussion and explanation ensued. Governors commented that they were very pleased with the overall result, how it demonstrated College added value to students, and how they appreciated the method of presentation during the meeting.

**22.1.8 Strategic Plan (SP) 2022/25**

The Principal presented the first draft of the newly written strategic plan (SP). She explained that she wished for Corporation members' detailed feed back and questions/points for clarification. She articulated that tables at the back of the document were for senior leaders to operationalise the plan. This was a headline document, underpinned by the College's detailed operational plans and functions, and quality improvement plan. The College's mission, vision and values had been revised, and a few amendments had been made following feedback from stakeholders. As a change to the published agenda, this version of the new SP was for consultation/discussion, not approval at this stage.

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She pointed to the planning assumptions on page 1, and in line with demographic modelling, data on page 8 showed that College needed to grow to accommodate students in the future.

A Governor asked about the serious concerns about cancellation of bus services in the area/region. The Principal advised that much lobbying was going on. She touched on other local developments, national pay negotiations and industrial action. One of the most significant additions, she explained, since the last SP, was the inclusion of sustainability/climate change measures.

The meeting discussed changing the order, swapping around SP1, and SP2. There was a short discussion around income and financial matters in what was described as perilous financial times. Whilst College was currently in a period of growth, there was a cost of living and energy crisis. Some specific sections, inputs, and suggested amendments were discussed along with the need to maintain flexibility should national changes occur.

Any further feedback on the draft plan was invited within the next 3 weeks with a view to the updated plan being considered at the December Board for approval. She thanked Governors for their input.

**22.1.9 Principal's update**

Many of the points raised in the Principal's report were discussed as part of agenda item 8.

**22.1.10 Any other business**

Governance self-assessment of effectiveness 2021/22. The Corporation Chair wished to raise the matter of the governance SAR for 2021/22 and the plan for further improving governance during 2022/23. 2022/23 would require the Corporation undergoing an external review of governance and therefore the internal process of improving governance this year would look different, once the self-assessment was completed. Governors were keen for a more light-touch approach.

**22.1.11 Date of next meeting**

*22.2 Tuesday 6 December 2022*. The meeting closed at 7.43pm.