

# Meeting of the Corporation

Tuesday 29 April 2025, 18:30 - 20:30

Sir George Monoux College

## Attendees

### Board members

Dave Vasse (Principal), Angela Foster (Staff Governor), Tim Stockings (Member), Usha Puri-Dewage (Member), Sara Whittaker (Member), Andy Boucher (Chair), Hussa Al-Mima Ali (Finance Director), Jamie Davies (Member), Kay Sandford-Beal (Director of Governance), Tracey Inverary (Vice Chair), Nazerine Noorani (Staff Governor), Chloe Hall (Member), Jessica Douthwaite (Member), Patrick Philpott (Member), Tigist Teferi (Parent Governor)

Absent: Marian Orafu (Member), Rosali Pretorius (Member), Pat Morton (Member), Julian Cambridge (Member)

Meet in the Zone

## Meeting minutes

### 1. Welcome, apologies for absence and quoracy

Information

Andy Boucher

To welcome all governors to the meeting, including those attending their first Corporation Meeting (Tigist Teferi and Patrick Philpott), to record apologies and to confirm quoracy.

The Chair welcomed members to the meeting. TS and UPD (from 7.15pm) joined the meeting remotely. SW and JD joined the meeting at 6.40pm and TI joined the meeting at 7pm. Apologies had been received from MO, RP, JC and PM. Patrick Philpott (Independent Governor) and Tigist Teferi (Parent Governor) were welcomed to their first full Corporation meeting by the Chair and the meeting was confirmed as quorate.

#### 1.1. Confidentiality Statement

Information

Andy Boucher

To remind Governors of the standard arrangements around confidentiality:

All matters discussed during this meeting are confidential until the minutes are approved. Any items recorded as Reserved business, remain confidential after the Reserved business minutes have been approved

The Chair drew members' attention to the standard Confidentiality statement.

### 2. Declarations of interest

Information

Andy Boucher

To welcome declarations of interests against any items on this agenda

There were no declarations of interest received against any item on the agenda.



### 3. Minutes of the previous meetings on the 10th December 2024 and Governor Development Day on the 1st March 2025

Decision

Andy Boucher

To approve the minutes of both meetings as a true record.

**DECISION:** The minutes of the previous Corporation meeting on the 10th December and the Governor Development Day on the 1st March were **approved** as a true record of each meeting.

-  3. DRAFT Minutes\_Meeting of the Corporation\_101224.pdf
-  3. DRAFT Minutes\_Governor Development Day\_010325.pdf

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## 4. Matters Arising

Information

Andy Boucher

To monitor the completion of actions not covered elsewhere on the agenda (review of Action Logs)

Governors reviewed the updated Action Logs, highlighting that actions had either been completed or would be discussed as items on the meeting agenda.

 4. Action log Corporation 101224 and 010325 updated.pdf

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## 5. Committee Reports

Information

Kay Sandford-Beal

To provide all Corporation members with a summary report of Committee activity.

 5. Committee Summaries April 2025 FINAL.pdf

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### 5.1. Report of the Governance, Search and Remuneration Committee 21 January 2025

Information

Kay Sandford-Beal

In absence of the Committee Chair, KSB to provide any further updates on committee work

KSB provided a summary of committee business in the absence of the Committee Chair, who was unable to attend. The January 2025 meeting had included the following:

- Presentation of the results of the Annual Skills Audit and Chair Appraisal process which would feed into the Development Plan, to be discussed further at the May committee meeting
- Initial review of new Senior Postholder Remuneration Policy and Corporation Byelaws
- Approval for recommendation of Tigist Teferi as Parent Governor
- Formal noting of the appointment of Nazia Shah as Deputy Principal, and thus a Senior Post Holder

 5.1 Chair Approved Minutes\_Governance, Search and Remuneration Committee \_040225.pdf

## 5.2. Report of the Resources Committee 11 March 2025

Andy Boucher

The Committee Chair to provide any further updates on committee work

AB had chaired the previous Resources Committee meeting in the absence of RP, who was unable to attend. A summary of committee business was provided:

- Members were presented with the January Management Accounts, highlighting that the financial health of the college continued to be graded as 'Good'

A Governor asked if there was a plan to move to 'Outstanding'. The Chair and Principal reported that in previous years the college had been operating on a deficit budget and that therefore progress had been made by obtaining the grade of 'Good' in recent years. The Principal explained the challenge of achieving 'outstanding' financial health and grading, which is not comparable with Ofsted gradings. Funding at Monoux is heightened for students with additional needs, as more support within the curriculum is required. The college is therefore not cash rich. Should the college, over time attract over 2,000 students, there is potential to make financial savings and generate a surplus. This would allow for reinvestment of funds.

- Governors were provided with an update on the National Funding Policy. The changes to funding methodology would result in an estimated additional £900k - £1 million being received by the college. This would support the recommended cost-of-living pay rises and strategic priorities
- The Health and Safety Policy was approved by committee members and recommended for approval by the Corporation
- Governors were presented with the annual Health and Safety Report and the College Maintenance Report by the Estates Manager
- Matt Franks provided an update on College IT, highlighting that work had begun on the College Digital Strategy. Governors were invited to support in the development of this piece of work
- Governors reviewed the most recent Risk Register

 5.2 DRAFT Minutes\_Resources Committee Meeting\_110325.pdf

## 5.3. Report of the Quality & Performance Committee 17 March 2025

Jessica Douthwaite

The Committee Chair to provide any further updates on committee work

JD explained that it had been her first Q & P committee meeting, also acting as Committee Chair with SW now supporting as Vice Chair. Members had discussed:

- the outcome of the Ofsted inspection, with focus on STEM subjects, together with a review of the college Improvement Plan and college KPIs
- At the time of the meeting, data regarding BTEC results was anticipated. This would be discussed at the June meeting
- Attendance and growing support being provided in independent study skills had also been a focus for discussion. The Principal explained that the college was looking at student induction to improve self-management skills and motivation, providing guidance on managing their work loads. It was considered that this specific support and guidance in turn, would support improvements in attendance levels
- Training for teachers in rigour for student learning was also a topic for discussion
- Review of the Risk Register, which had resulted in a planned focus of two specific areas at the next meeting

A Governor asked if teacher attendance rates had been interrogated to ascertain if these might also have impact on student attendance. The Deputy Principal highlighted that there had been a reduction in recent years in the use of agency staff and this had resulted in a reduction in teacher absence.

 5.3 Chair Approved Minutes\_Quality and Performance Committee Meeting\_170325.pdf

## 5.4. Report of the Audit Committee 25th March 2025

Tim Stockings

The Committee Chair to provide any further updates on committee work

The Corporation Chair reported that the Audit Committee, in their most recent meeting had identified areas that require further discussion which would be addressed under a separate agenda item at the July Corporation meeting.

The Committee Chair continued by briefly summarising recent activity. He was keen to ensure that the additional work required last year by the Committee would not be repeated in the coming year. A number of follow up actions were required to support this:

- Although the external auditors had been successful in securing the current contract under the most recent tender process, the college had continued with the same audit partner for a number of years. It was now an appropriate time for a replacement audit partner to transition under ethical standard requirements. The Committee Chair would therefore meet the new partner with the Director of Governance to ensure that any future issues be appropriately escalated in a timely manner
- The Committee Chair and Director of Governance would meet with the internal auditors to discuss the most recent internal audit reports
- The Committee had requested that the Principal attend all future Audit Committee Meetings as the author of the Risk Register to support information flow

The Committee Chair emphasised that there was no cause for concern, but that there could be improvements in information flow, establishing clear lines of delegation to ensure that any necessary escalation of issues be carried out via the Director of Governance. There was also a need to build up a new relationship with the new audit partner to ensure the future implementation of straightforward processes.

### ACTION: KSB and TS

 5.4 ChairApproved Minutes\_Audit Committee Meeting\_250325.pdf

## 6. Health and Safety Policy

Andy Boucher

To approve the Health and Safety policy as recommended by the Resources Committee

A Governor asked how assurance could be provided that the college was covering all legal health and safety requirements. The Principal reassured members that a dedicated, qualified Health and Safety specialist had now been employed by the college on a part-time basis.

KSB confirmed that the policy would be reviewed on an annual basis and highlighted that the policy had been escalated for approval at Corporation level, with recommendation for approval provided prior to this by the Resources Committee.

A Governor noticed minimal inconsistencies with some terminology within the document.

**DECISION:** The Health and Safety policy was **approved** in principle, subject to minimal amendments to ensure consistency of language and terminology.

### ACTION: KSB

 6. Health and safety policy\_april\_25.pdf

## Decision

## 7. Principal's Report

## Information

Dave Vasse

Governors to receive updates from the Principal in relation to progress against the Monoux Strategic Plan 2023-2027. Questions on the report are welcome in advance of the meeting. Please email Dave Vasse direct or contact the Director of Governance.

Governors had been provided with the Principal's Report which was taken as read. The Principal reminded Governors that questions on his report were also welcome in advance of each meeting.

The Principle highlighted the following areas of his report:

- Increased staffing and rationale behind proposed reorganisation to support ALS and SEND
- Review of timetable to address concerns, resulting from staff challenge around workload and improvement of student experience to allow time for student workshops and staff training
- Focus on improved attendance and examination preparation for A level students
- Estates: development of the new Staff Centre (with thanks to the Finance Director) and refurbishment work on college toilet facilities anticipated towards the latter part of the term, enabled by self-generated funds

A Governor congratulated the Principal on the level of funding due to be received and questioned if there had been any feedback from students regarding the new timetable.

**A - DV:** Changes are being made in response to concerns but have not yet been implemented. Positive feedback was received in response to shorter lessons and these have therefore been retained.

It was confirmed that the new timetable would support streaming in GCSE Maths and English from the new academic year onwards.

The SEND Link Governor asked if, in the development of the Guidance Counsellors, consideration been given to SEND students specifically?

The Principal explained that Guidance Counsellors would be made accessible to all students and that SEND students would still have access to one to ones, and would hopefully gain more confidence to ask for this additional support available to all.

A Governor requested if the college had received any response from students regarding the recent Supreme Court ruling on the definition of a woman. JS shared that it will be managed in a nuanced way, dependent on student feedback. The Principal anticipated that DfE guidance was likely to become available.

A Governor asked if the current optimistic financial position might feed into any plans to academise.

The Principal stated that it was not yet clear how stable the financial situation would remain in the future, particularly within the current economic climate. He explained that independent sixth form colleges can be vulnerable compared with those who have academised, The discrepancies around pay, experienced in the last year were a strong example of this.

 7. Principal's Report April 2025\_04\_29 pdf.pdf

### 7.1. Academisation Working Group updates

## Discussion

Andy Boucher

Governors to discuss how recent visits to Richard Huish College (Taunton) and Solihull Sixth Form College (West Midlands) may have informed Governor views on progression towards academisation.

The discussion was minuted as an item of Reserved Business.

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## 8. Board Level Risk Register


Information

Andy Boucher

Governors to note the college's Risk Register.

Governors noted the Risk Register, identifying a small amendment requiring a correction to a scoring total.

**ACTION: DV**

 8. Risk Register 2024\_25\_2\_April updated.pdf

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## 9. Safeguarding updates

Information

Jonathan Service

To provide Governors with updates on college safeguarding

JS provided Governors with a summary of current Safeguarding provision and challenges within the college, outlining a particular case to aid Governor understanding. A Safeguarding audit had just been completed and would be distributed to Governors following the meeting. There had been no instances of inadequate monitoring but the discontinuation of Safer Schools and the replacement by a community based approach was awaiting clarity. The Children's Well-being Bill would be reflected in the next update to KSCIE 2025 (Keeping Children Safe in Education).

JS also informed Governors that PREVENT was no longer centrally funded by Government but reassurance had been given that the service would continue in a similar vein.

A Governor asked if risk should be reviewed in this area. JS confirmed that the support will stay the same but that the college will work with a dedicated team to monitor and manage. The Principal highlighted that the safeguarding audit would be used to review the Risk Register.

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## 10. AOB

Information

Andy Boucher

To discuss any urgent items not covered elsewhere on the agenda.

The Chair informed Governors of the recommendation by the Governance, Search and Remuneration Committee to approve two new Student Governors to join the Corporation; Clyde Makopa and Hagar-Kwabua Mensah Kwartemaah.

Students had been invited to apply, had been interviewed by the Principal, the Director of Governance and the Talent Lab Manager. The two recommended students had then been interviewed by the Chair of G, S & R and approval for recommendation to the Corporation had been agreed, with approval confirmed over email

**DECISION:** The appointment of the two Student Governors was **approved**.

**ACTION: KSB**

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## 11. Date and time of next meeting of the Corporation

Information

Andy Boucher

To confirm the next Corporation meeting as Tuesday 1st July (Final meeting of the academic year 24-25)

The final Corporation meeting of the academic year would take place on Tuesday 1st July in person at the college.

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## 12. Approval of Reserved Minutes - Governor Development Day

## Decision

Andy Boucher

To approve the Reserved Minutes of the Governor Development Day (Agenda Item 4) filed under Reserved Business/ Corporation on Admincontrol/Draft Reserved Business 010325

**DECISION:** The item of reserved business was **approved** as a true record.

The meeting closed at 8.35pm.

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## 13. Meeting Close

The meeting closed at 8.35pm.