

# WQE & Regent College Group

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Corporation Meeting 29 January 2020

## AGENDA – Part 1

1. **Apologies for absence**  
Wayne Allsopp (approved leave of absence)
  
2. **Declarations of interest**  
Jimmy Zachariah – Sub-contracting annual report. Jimmy is the Chief Executive of the Baca Charity which has a sub-contract with the College. In line with the conflicts of interest policy Jimmy will be asked to withdraw from the meeting when this report is discussed.
  
3. **Minutes** – Paper 001  
To approve the minutes of the meeting held on 18 December 2019 as a correct record.

## EFFICIENT & EFFECTIVE GOVERNANCE

4. **Appointment of Teaching Staff Governor**  
Nominations of candidates to fill the teaching staff governor vacancy closed at Noon on 9 January and three candidates stood for election which was held on 15 and 16 January. The candidate receiving the most votes with a 72.2% share was Ing'utu Palmer  
  
Accordingly, Ing'utu is being recommended for appointment to a four year term of office with immediate effect.

## STANDARD ITEMS

5. **Ongoing matters** – Paper 002.  
Peter Butcher
  
6. **Governor training & Development**
  - a. Ofsted Inspection Framework – General Overview  
Sarah Oldfield
  
  - b. Future Opportunities  
10 March Corporation  
Ofsted Inspection Framework – Curriculum Intent Element  
Tim Cullinan

In line with the governor training and development annual plan governors are invited at each meeting to identify any training and development items.

## OVERSIGHT OF STRATEGIC DIRECTION

7. **Principal's Update**  
Paul Wilson
  
8. **College Self Assessment Report – Refresh – Paper 003**  
Sarah Oldfield
  
9. **Transition Report – Single Integrated Curriculum & enrolment Impact – Paper 004**  
Paul Wilson
  
10. **Potential Strategic Event**  
Stuart Dawkins/Paul Wilson

## STUDENT OUTCOMES & EXPERIENCES

11. **Retention and Progress – In Year Report – Paper 005**  
Tim Cullinan
  
12. **Safeguarding Young People – Serious Incident Policy – Paper 006 – TO FOLLOW**  
Donna Trusler
  
13. **Work Experience - Mid-Year Update – Paper 007**  
Andrew Jackson
  
14. **Lesson observations interim report – Paper 008**  
Sarah Oldfield

## OVERSIGHT OF FINANCE, RESOURCES & ASSETS

15. **Sub-Contracting Annual Report – Paper 009**  
Sarah Oldfield  
*Note that Jimmy Zachariah will be withdrawing from the meeting during consideration of this item as he has a conflict of interest in this matter – agenda item 2 refers*
  
16. **Management Accounts – November 2019 – Paper 010**  
Carolyn Davies  
*Note that, in line with standard procedures<sup>1</sup>, Carolyn circulated the October 2019 management*

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<sup>1</sup> Monthly management accounts are submitted to Corporation meetings where the two coincide. When this is not possible (as with the October 2019 set) the accounts are sent to each governor by email. Any comments or questions that are received, along with the responses are circulated to all governors.

*accounts by email on 24 December 2019.*

17. **Revised budget for 2019/20 and Financial Planning Return** – Paper 011  
Carolyn Davies
  
18. **Tuition Fees Policy** – Paper 012  
Carolyn Davies

## **EFFICIENT & EFFECTIVE GOVERNANCE**

19. **2018-19 Governance Self-Assessment Report** – Paper 013  
Peter Butcher
  
20. **Governor Insight Programme 2019-20** – Paper 014  
Peter Butcher
  
21. **Colleges Senior Staff Remuneration Code** – Paper 015  
The Remuneration Committee is meeting before the Corporation meeting and will be making a recommendation about adopting this Code and the annual statement. Copies of the Remuneration Committee's papers are attached for the Corporation's information.

## **CLOSURE**

22. **Round-up**
  - a. Any other business
  - b. Confidentiality – to identify any items that are confidential.
  - c. Next Meeting, date subject to change – 5pm **TUESDAY**, 10 March 2020 at Regent Road.
  
23. **Withdrawal of the Principal, Staff and Students**

Part 2 of the agenda has been circulated to external and parent governors only as it deals with the outcomes of the Principal's annual appraisal.

Staff and student governors should be required to withdraw as provided for under the Instrument of Government (Instrument 13(6) for staff and 13(10) for students) as the item deals with personal information concerning the Principal. The Principal and any managers attending the meeting should also be required to withdraw,

The Corporation will need to pass the following resolution:

'The Principal, staff governors, student governors and the College's managers be excluded from the remainder of meeting when the outcomes of the Principal's annual appraisal will be discussed.'