

# WQE & Regent College Group

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Corporation Meeting 16 November 2022, 17:00, Room G01,  
University Road Campus

## MINUTES

### Members of the Corporation in attendance:

Philip Parkinson (Chair), Wayne Allsopp, Jo Cooke, Sofie Dadge, Stuart Dawkins, Bernadette Green, Shelley Harvey, Upneet Kang, Neil McGhee, Anas Mohamed, Ing'utu Palmer, Jim Phillips, Paul Wilson, Aaron Winterton & Jimmy Zachariah

### Other attendees

Orhan Ahmed (prospective External Governor), Zoe Bailey (Curriculum Area Leader, Health and Sport), Carolyn Davies, Andrew Jackson, Rachel Middleton, Tim Rogers

### Apologies

Joyce, Black, Shamir Ghumra, Sarah Oldfield, Amrik Singh

#### 1. Welcome and apologies for absence

The Chair welcomed all attendees to the meeting.

The Chair introduced Upneet Kang, new Student Governor.

Apologies were accepted from Joyce Black, Sarah Oldfield and Amrik Singh.

Shamir Ghumra, proposed Parent Governor, also sent apologies.

The Chair welcomed Zoe Bailey, Curriculum Area Leader, Health and Sport, to the meeting.

#### 2. Declarations of Interest

There were no declarations of interest.

#### 3. Minutes and matters arising– Paper 001

Subject to one typo, the minutes were approved as an accurate record of proceedings. The Chair signed the minutes.

The following action from the action list was tabled for inclusion in the Principal's Update and therefore removed from the action list:

EDI: to report back to Governors after the October 2022 half term on drilled down data relating to the category of 'other'.

## GOVERNOR BRIEFINGS

### 4. Curriculum Focus Update - Health and Sport

Zoe Bailey

Zoe provided Governors with a briefing about Health and Sport.

Highlights:

- This is one of the largest vocational curriculum areas for the College, spanning Levels 1-3.
- 20 staff work in the department, many of whom have industry experience
- 1155 enrichment students pursue courses within the health and sport discipline
- The majority of students pursuing courses want to progress to local universities to study health and social care courses,
- Those wanting to pursue vocational sports courses as their next step, tend to stay local. Those pursuing A Level apply to university or to vocational courses.

Future plans:

- Working with local employers on a new strategy for work experience
- Raising awareness amongst prospective students of vocational courses (BTECs, CTECs)
- Playing a role in developing the local skills agenda
- Consideration of T level provision
- Working in partnership – with the local NHS Trust on the skills they are looking for College alumni to develop, from a recruiter perspective.
- Consideration of competitive sport offer for students and the local community
- A long-term plan to regenerate sporting facilities
- To attract elite sports people, making WQE the College of choice

Governors asked questions about what the discipline/department required moving forward.

Zoe confirmed that looking for external support to review and scope out a long-term plan for sporting facilities would be welcomed. Sports England may be able to provide support in this area. Wayne Allsopp offered to support Zoe with contacts relating to sports education, based on his own experiences.

Governors asked about relationships with professional sports teams from the local area, as well as staff CPD opportunities.

### 5. Strategic Context update (1) – Meeting local needs and capital planning

Paul Wilson

The Principal informed Governors of his intention to provide three consecutive strategic context updates across this and the next two Corporation meetings, leading up to an in-depth look at strategic direction at the Governor Conference in early March 2023.

The first of these updates covered:

- likely demographic growth and potential growth in College applications from 2024
- ONS projections of student numbers in the city and in the shire by 2030

- Strategic implications for the College including growth opportunities, access to capital funding and the aspiration to an Ofsted grading of Outstanding, as well as the prospect of a curriculum review. Governors were also encouraged to think about implications for the Sixth Form College model and the changing FE and how this may also relate to the school/academies landscape.

Governors asked questions about what was needed to meet the proposed demand for additional College places in 2024 and whether there were implications for teaching and learning quality if enrolment numbers were to grow significantly.

## OVERSIGHT OF STRATEGIC DIRECTION

### 6. **Principal's Update** – (Presentation to follow) – *For information and questions* Paul Wilson

The Principal's Update covered:

- student enrolment numbers
- student attendance rates
- an update on teaching, learning and assessment
- highlights of the Open Day and other successful events/activities
- status of the teachers' pay award settlement
- confirmation of agreed support staff pay settlement

At the end of the update, Donna Trusler updated Governors on work relating to equality, diversity and inclusion, including outcomes from a student questionnaire and work undertaken on preferred pronouns and gender identities.

A further document relating to definitions of gender and preferred pronouns will be circulated to Governors for reference. **Action: Donna Trusler**

Donna also updated the Corporation on proactive work undertaken with faith leaders following recent tensions in Leicester, reported in the media.

### 7. **Update on progress against Strategic Development Plan** – Paper 002 – *For information and discussion*

Paul Wilson

The Corporation noted the paper and thanked the Principal and ELT for progress made, noting in particular progress in identifying sub-groups of students whose outcomes are being supported and monitored, embedding work on developing young professionals and British values respectively, as well as a holistic look at the enrolment process. Work continues on supporting staff wellbeing.

## OVERSIGHT OF STUDENT OUTCOMES & EXPERIENCES

### 8. **Agreed outcomes and main priorities for 2022/23 arising from the Student Outcomes Task & Finish Group** – Paper 003 - *For information and questions*

Tim Rogers

The Corporation noted the paper.

In addition to the focus on improving retention in year one of vocational courses in 2022/23 to support improved two-year achievement rates by 2024, the other areas of focus for 2022/23 were approved:

- Achievement of students from a small number of ethnicities, including those self-declaring as 'White and Black African' and as 'Arab'
- Achievement of students with visual impairment
- Achievement in A Level Physics
- Achievement in GCSE Biology, Chemistry, Psychology and Sociology

Governors requested an update, through the next Student Outcomes Task and Finish Group, on data on the destinations of students who have left Level 3 vocational courses due to not passing the exam element of the course. **Action: Tim Rogers**

All Governors were encouraged to participate in future Student Outcomes Task & Finish Group meetings.

### 9. **Contemplation & Prayer Policy** – annual refresh - Paper 004 - *For approval*

Donna Trusler

The policy was approved by the Corporation.

Donna reported that WQE had been asked to train other schools and colleges with regards to establishing spaces for contemplation and prayer and that this was welcomed.

The College has been engaging with students about their own expectations for rules and expectations relating to the use of contemplation and prayer spaces.

### 10. **Work experience update** – Paper 005– *For information and questions*

Andrew Jackson

Andrew reported on the work being undertaken by the Young Professionals Coordinator under Gatsby Benchmark 5.

Andrew reported on the new approach to finding work experience placements, by deploying the services of LEBC rather than relying on self-placements.

## OVERSIGHT OF FINANCE, RESOURCES & ASSETS

### 11. **Monthly management accounts (September 2022)** – Paper 006 - *For information and questions*

Carolyn Davies

Carolyn affirmed that the accounts covered a two-month period up to the end of September 2022.

Governors noted that a revised 2022-23 budget would be tabled on the next Corporation agenda.

Governors noted that the original budget factored in a 3% cost of living increase across the board and the revised budget will therefore need to be refined.

Governors asked questions about trade debtors and the cashflow forecast. Carolyn informed new Governors about the need to work within the Treasury Management Policy.

Carolyn confirmed that all the invoices for the planned construction work were paid in October 2022.

## **12. Recruitment and Selection Policy and Procedure – annual refresh - Paper 007**

- *For approval*

Carolyn Davies

Carolyn reported on the changes made in relation to Keeping Children Safe in Education. She referenced the new practice of undertaking online searches as part of the staff recruitment process. Carolyn confirmed that an external agency would not be used to undertake the searches.

The policy was approved by the Corporation.

## **EFFECTIVE AND EFFICIENT GOVERNANCE**

### **13. Governor appointments**

Philip Parkinson

Philip invited Sofie Dadge to update Governors on the recent Parent Governor interviews. Sofie reported that applications were received from 4 prospective Governors and a panel interviewed each candidate. Two interviewees' skills were not as broad as the other two candidates.

One candidate had skills which were already represented on the Corporation, but they have joined the Register of Interested Governors, with a view to perhaps being considered at another point when succession planning is considered again.

The Corporation heard a precis of the experience and skills of Shamir Ghumra. The interview panel, comprising members of the Governance & Search Committee, recommended the appointment of Shamir as Parent Governor. The Corporation approved the appointment. Interview panel members were thanked for their support.

Jo Cooke was invited to feedback on the Student Governor appointment process. Jo reported that a candidate had been interviewed by Jo and the Clerk. The Corporation was asked to approve the appointment of Upneet Kang, who was invited to tell the Corporation about himself and his subject choices. The appointment was approved.

Philip reported that the Corporation had received an application for the role as External Governor, from Orhan Ahmed. Orhan was interviewed by a panel of Governors from the Governance & Search Committee.

Orhan was invited to introduce himself to the Corporation and to outline his experience and skills. The Corporation considered Orhan's application and the recommendation from the interview panel and subsequently confirmed his appointment. Orhan will also join the Audit & Risk Committee.

**14. Verbal update on the Vaughan Endowment Fund and Thornton Fund (Vaughan Fund Committee meeting - 16.11.22)**

Philip Parkinson

There were six applications for the Vaughan Fund and one for the Thornton Fund.

Six applicants were awarded a sum of £750 each from the Vaughan Fund.

The applicant for the Thornton Fund was granted £750, of which £250 was topped up by funds from the Vaughan Fund.

**15. Governor Insights Programme - Paper 008 – For information and questions**

Philip Parkinson

Governors noted their allocations to curriculum and support teams. Visits will take place by Easter 2023. The Clerk to Corporation will make email introductions between Governors and staff members. The Clerk will also send Governors the revised Governor Insights Protocol and the feedback pro formas. **Action: Rachel Middleton**

**ROUND-UP**

**16. Any Other Business**

- Governors noted that the self-review of governance results would be presented at the next meeting of the Corporation
- The Chair thanked Amrik Singh, Orhan Ahmed, Shelley Harvey and Shamir Ghumra for attending the recent Open Day
- The Chair thanked Governors and all those involved in the ongoing Governor inductions.

**17. Confidentiality**

Subject to discussions during the meeting, the Corporation considered the presentation under agenda item 5 to be confidential.

**18. Next Meeting**

5.00pm, Wednesday 14 December 2022, 17:00, University Road Campus

The meeting closed at 19:33.

## Action List

<b>Actions arising from 16 November 2022 Corporation meeting</b>	<b>Who is responsible?</b>	<b>Date for completion</b>
Circulate definitions of gender and preferred pronouns to Governors by email	DT	asap
Present data on the destinations of students who have left Level 3 vocational courses due to not passing the exam element of the course	TR	Next Student Outcomes Task & Finish Group meeting
Clerk to send revised Governor Insights protocol and feedback pro formas to all Governors	RM	asap
<b>Standing item</b>	<b>Who is responsible?</b>	<b>Date for completion</b>
To refer any matter which could be externally assured to the Chair of the Audit & Risk Committee	All Governors	

Signature: .....

Chair of the Corporation

Date: .....