

**GRANTHAM COLLEGE
CORPORATION MEETING**

Minutes of the Meeting held on 11 October 2022, 18.00
Conference room and Remote access via Microsoft Teams

Present:

Mr G Brewis	General Member (Chair)
Mrs C Brocklebank	General Member
Mr P Deane	Principal & Chief Executive
Ms B Dungarwalla	General Member
Mr N Jones	General Member
Ms M Marshall	Staff Member
Mrs N McCoy-Brown	General Member
Mr B Redfearn	General Member
Ms L Smith	Staff Member
Mrs A Treacy	General Member
Mr C Turner	General Member

In Attendance:

Mrs A Harrison	Director of Finance
Mrs T Hart	Director of Planning, Funding, Information & Marketing
Dr S Peacock	Vice Principal – Higher Education & Institute of Technology
Mrs T Scarborough	Vice Principal – Quality & Curriculum
Ms L Steptoe	Vice Principal – Apprenticeships and Business Development
Mrs C Temprell	Vice Principal – HR and Student Services
Mrs J Taylor-Holmes	Clerk

Agenda: There were no changes to the agenda.

1	22/133 - Apologies for absence Apologies were received from Mr N Manoussakis, General Member	
2	22/134 – Confirmation of eligibility, quorum and declarations of interest No notice had been received of any Member becoming ineligible to hold office. The meeting was quorate and there were no declarations of interest in agenda items.	
3	Governors reviewed the Forms for completion;	

4	<ul style="list-style-type: none"> • Declaration of Eligibility • Declaration for Fit and Proper Persons • Declarations of Interest • Code of Conduct <p>Resolved; Governors approved the forms for completion and it was agreed that these would be completed by Governors and returned to Mrs J Taylor-Holmes, Clerk to the Corporation.</p>	
5	<p>22/135 – Minutes of the previous meeting: 29 March 2022</p> <p>Resolved – The minutes of the previous meeting held on 5 July 2022 were approved as a true and accurate record.</p> <p>Notification of Urgent Business / Any other business</p>	
6	<p>There had been no items of urgent business / any other business notified.</p>	
7	<p>22/136 – Matters Arising</p> <p>Actions arising from the minutes were reviewed.</p>	
8	<p>In relation to relation to the action arising from agenda item 21/175, Mrs Taylor-Holmes explained that the ESFA was collecting Governor data as part of the Workforce return. This was in relation to the whole Governing body and information on diversity was requested. Mrs Taylor-Holmes explained that she would be in contact with all Governors to ask for the information required to make the return. It was noted that this would be anonymised within the return.</p>	<p>Action: Mrs Taylor-Holmes October 2022</p>
9	<p>A skills audit for Governors would be circulated in the New Year as part of the Board effectiveness process.</p>	<p>Action: Mrs Taylor-Holmes January 2023</p>
10	<p>Mrs L Smith, Staff Governor explained that she had attended one Staff Voice meeting to date. There had been discussion around the feedback from the survey sent to staff in relation to the introduction of the four-day week which had been overwhelmingly positive. There were some areas of concern mentioned and support was being provided to staff where needed.</p>	
11	<p>Mr P Deane, Principal and Chief Executive explained that staff would be regularly surveyed in relation to the four-day week and updates would be provided to the Board.</p>	<p>Action: Mr Deane December 2022</p>

12	All further actions were complete, on the agenda or for completion at a future date.	
	22/137 – Principal & Chief Executive’s Report	
13	Mr Deane presented the Principal and Chief Executive’s Report and a summary of key matters.	
14	Mr Deane referred Governors to the update on energy costs and the government ‘fiscal’ event. Governors noted the content of the letter sent by Mr Deane and other sector leaders in relation to the potential serious risk to colleges due to the lack of rate reviews for students, requesting a new key sector workforce fund to support areas where staff recruitment was challenging and requesting the VAT liability would be removed should the ONS make the decision to reclassify Colleges. This would place colleges in a similar position to schools.	
15	It was noted that there had been some short-term financial support available to colleges however, this would not help with future planning and uncertainty about the impact of this in the coming months and years. Mr Deane explained that there had been some indication made that there would be public sector cuts and that this contributed to challenges already faced in the sector.	
16	Mr Deane explained that there was a ‘roadshow’ session with the FE Commissioner planned and that concerns would be shared.	
17	Mr Deane explained that the four-day week was progressing well and there had been no major staff or room issues identified. The College remained open on a Friday for a small number of staff and to ensure that services are available if needed. Some benefits had already been seen including a reduction in energy usage, a reduction in agency costs and a reduction in staff sickness. KPIs would be monitored and performance shared with Governors.	
18	Mr Deane referred to funding opportunities and the success of the Strategic Development Fund application. Mr Deane explained that the College had been successful in the bid for £130,000 revenue funding to support employer engagement, marketing, learner engagement and progression and £168,000 in capital funding to a range of	

	IT hardware and software and an electric vehicle and charge point for EV course delivery.	
19	It was noted that the project was to be completed by the end of March 2023.	
20	In relation to HE capital, Mr Deane explained that a bid had been submitted for capital funding for refurbish the mechanical and manufacturing/ hydraulics engineering workshops and equip them with new industry-standard equipment. The bid had been developed with local employers.	
21	Mr Deane commented that the College had now had confirmed funding for additional skills bootcamps. A further allocation of £20,000 had been received from the GLLEP towards skills bootcamps.	
22	Resolved - Governors noted the content of the Principal's Report.	
	22/138 - Chair's Report	
23	Mr Brewis explained that he had been in regular contact with Mr Deane and that he had received updates from the AoC on sector developments which had been documented in Mr Deane's report. He had also attended induction sessions for new Governors with Mrs Taylor-Holmes.	
24	Mr Brewis asked Mrs C Brocklebank, General Member and Accommodation Link Governor to provide feedback in relation to recent visits. Mrs Brocklebank explained that she had been working with Mrs C Temprell, Vice Principal HR and Student Services to become more involved with the students living in accommodation, she had attended a quiz night and had chatted with students. Mrs Temprell had provided Mrs Brocklebank with a list of meetings and she would attend in future.	
25	Mrs Brocklebank confirmed that she does regularly attend the accommodation when she visits to College to speak with staff and students. Mrs Brocklebank explained that on the rare occasion that issues are raised, she shares these with Mrs Temprell for resolution.	
26	Resolved - Governors noted the content of the Chair's Report and thanked Mrs Brocklebank for her update.	

	22/139 - Reporting against Strategic Plan 2022-2025	
27	Governors received the dashboards.	
28	Mr Deane commented on the finance dashboard for 2021/22 and explained that the College was rated as green for liquidity and borrowing was also rated as green as the loan value was decreasing. The draft out-turn for 2021/22 would be shared as part of the Finance report.	
29	In relation to the quality dashboard for 2021/22; Mr Deane commented that retention was below target at year end as was achievement. In relation to achievement, this was likely to be around 64% which was more than 10PP down against target. It was agreed that there was work to be done in this area to improve. Apprenticeship rates were better than expected however, there required a focus on timely completion. Destination data was positive and there was a mixed picture in relation to attendance. Results for English and Maths were very low however, Maths was above the national average. It was noted that there had been challenges post COVID in this area. Work placements had been challenging and it had been especially hard to engage with employers in this area. It was noted that 2021/22 was the first year of use of skills builder and this would be further embedded during 2022/23.	
30	In relation to the 2022/23 quality dashboard, Mr Deane commented that attendance was lower than target and was being closely monitored. All curriculum areas were being reviewed and construction had been identified as an area where attendance was very low. Trends were also being considered and it was noted that areas where the College had previously had difficulty recruiting to staff vacancies were areas where there appeared to be challenges. Mr Deane confirmed that the full staff complement were now in place in construction and work was ongoing to ensure that staff were supported to deliver quality lessons.	
31	Mr Deane commented that incentives for student attendance were being offered such as monetary prize draws for 100% attendance.	
32	Strategic Plan Progress Report Governors received an update on each of the four main goals identified within the strategic plan.	

33	Mrs T Scarborough, Vice Principal, Quality & Curriculum provided an update on progress against goal 1; Ensure that student and apprentice progression, employability and career opportunities are central to everything we do so that we help to improve social mobility, reduce employers' skills gaps and support the creation of a thriving and sustainable local economy and community.	
34	Mrs Scarborough commented that there had been work undertaken to try and identify areas where the pandemic had had a detrimental impact on students. Mental and health and wellbeing remained a focus for staff and students. In relation to staff, there were a number of events being undertaken such as wellbeing walks. Support and advice for students in relation to addiction and healthy eating was being provided.	
35	T-Levels were being delivered with just over 40 students on the T-Level programmes. These were being delivered in engineering, business, construction, childcare and IT. A large part of the programme was work placements. Mrs Scarborough explained that there were over 20 childcare students and the College was engaging with employers to provide information and support in relation to T Levels.	
36	In relation to attendance, Mrs Scarborough further commented that there were two key areas of focus; construction and health and social care. Focus groups were being established to discuss potential barriers and issues with students to aim to improve attendance. Letters of praise were being developed.	
37	Mrs Scarborough commented that the College was about to start the distribution of student induction surveys and results would be reviewed in due course.	
35	Ms L Steptoe, Vice Principal Apprenticeships and Business Development explained that funding was being sought to develop a sensory garden on the College site to support student and staff wellbeing.	
36	Mrs T Hart, Director of Planning, Funding, Information & Marketing provided an update on progress against goal 2; Develop and deliver a vocational, technical, professional and higher education curriculum which supports the above whilst increasing access & inclusivity.	

37	Mrs Hart explained that curriculum planning had commenced and there was a focus on student progression. As part of the process, labour market analysis would be reviewed to demonstrate that the College was responding to local need.	Action: All December 2022
38	Gaps in achievement were being reviewed and any improvement actions would form part of the Quality Improvement Plan.	
39	Dr S Peacock, Vice Principal Higher Education & Institute of Technology commented on the work being undertaken with employers in relation to the funding bids and the expanding successful bootcamp offer. Dr Peacock explained that the bootcamps were free and were providing digital skills. One of the elements of the bootcamps was an interview with an employer and Governors were asked to contact Dr Peacock if they were able to support the programme by providing an interview for students. The College had been asked to include more pastoral support and employability skills into the course and this had included support with CV writing.	
40	Dr Peacock explained that the Access and Participation Plan was in place. There had been a recent informal survey regarding EDI and there had been positive feedback.	
41	In relation to the Local Skills Improvement Plan, Dr Peacock explained that as part of curriculum planning, the College would be working with the Federation of Small Businesses. Governors noted that it was a legal duty in the Skills Act to act on and explain how the College had due regard to the Local Skills Plan.	
42	Mrs A Harrison, Director of Finance explained that much of the information in relation to goal 3 following within the Finance papers, budget and the capital / estates projects update. Goal 3; Maintaining a financially robust and sustainable organisation that allows us to continue to invest in delivering our mission.	
43	Mrs Harrison explained the College continued to closely monitor cashflow and ensure that the College was able to meet loan covenants. All curriculum areas had targets in relation to student recruitment. Bids were being submitted to support capital investment in the site.	
44	In relation to energy efficiency, the College would be making an application to the decarbonisation scheme and	

	ways to decrease waste and improve efficiency were regularly considered. Mrs Harrison explained that the College was using suppliers that promoted sustainability for example, through the supply of reduced or recyclable packaging. Mrs Harrison confirmed that there had been a reduction in energy usage on site.	
45	Governors noted the reduction in staff absence; 107 days absence in September 2021 to 44.5 days absence in September 2022. Mrs Temprell referred to the staff wellbeing initiatives being undertaken.	
46	In relation to goal 4; Create a values driven organisation where all staff are supported & empowered to deliver the above, continuously improve & inspire our students to strive for and achieve the highest standards.	
47	Mrs Temprell explained there had been a focus on staff wellbeing and the College was looking at introducing a Mental Health Charter.	
48	There had been a new engaging College website which had been positively received and was more user friendly. The website also now advertised staff vacancies and included the benefits of working at the College.	
49	Staff Voice meetings were now being held every half term and provided the opportunity to gain feedback from staff and to provide information to staff.	
50	Staff skills gaps were being considered to ensure that staff had the skills to deliver to students. There had been lots of training provided to staff in relation to T-levels and more broadly around the curriculum.	
51	There had been a focus on celebrating success and Managers were able to reward staff for going above and beyond with coffee and cake vouchers.	
52	Mr Deane referred to the positive work being undertaken with the Ministry of Defence to recruit staff who had previously been in the armed forces.	
53	Mr C Turner, General Member asked about any trends in relation to retention and attendance. It was agreed that this would be further considered at the Standards Committee meeting.	Action: Standards Committee November 2022

54	Mr Turner also asked whether the lack of completion of functional skills was causing delays in apprenticeship completion. Mrs Hart explained that there were no cases of this. The final ILR would be submitted in the coming weeks and final achievement rates shared at the Standards Committee.	Action: Standards Committee November 2022
55	Resolved: Governors received the update on progress against strategic goals.	
22/140 –Finance and Enrolment update		
56	Mrs Harrison provided the Finance Report.	
57	The report summarised the financial position at the end of July 2022.	
58	Mrs Harrison explained that as at end of July 2022, the College was reporting an operating deficit of £531,000 (excluding the pension adjustment) against the original out-turn budgeted deficit of £421,300 and a financial health assessment of 'requires improvement'. It was noted that at the previous meeting, an AEB clawback of £300,000 had been forecast however, this was now likely to be £360,000.	
59	Mrs Harrison referred Governors to the funding variances. In relation to the Erasmus project, it was noted that there had been an assumption made that the final 30% was not going to be received.	
60	In relation to commercial income, Mrs Harrison explained that footfall was increasing in the refectory and accommodation was full. The College had entered into an arrangement with the local Hospital Trust to supply accommodation for student nurses.	
61	Governors received the pension report in Appendix 1 of the Report.	
62	Mrs Harrison explained that the external auditors were currently completing the financial statements and these would be presented in draft to the Joint Audit and Finance & Resources Committee meeting in November and to the Board in December 2022. There was a deadline of 31 December 2022 for submission to the ESFA.	
63	In response to a question about the financial health rating, Mrs Harrison explained that technically a 'requires	

	improvement' rating could trigger intervention with the FE Commissioner however this would be considered by the Territorial Team. Mrs Harrison commented that a more supportive approach was being taken and there were discussions around support which could be claimed such as in relation to classroom efficiency.	
64	Resolved: Governors received the Financial Report to the 31 July 2022.	
	Enrolment	
65	Mrs Hart provided the enrolment update.	
66	Mrs Hart explained that there had been growth in 16–19-year-olds, with an additional 26 students against profile. It was noted that this was lagged funding and would apply from 2023/24. There were 40 T-Level student enrolments and there had been a rate increase for 16–19-year-olds.	
67	Enrolment figures remained lower than 2018/19 by 38 students.	
68	In relation to AEB, enrolment was around 67 students lower than in 2018/19 however, it was noted that there was a different mix of courses on offer and community learning funding was being used to aid progression through shorter courses.	
69	There had been a lower number of enrolments in HE access courses and there appeared to be a change in approach from adults in this area.	
70	The curriculum areas were considering demand for courses and whether there were opportunities to put on a course offering or run different courses in the New Year.	
71	There had been a positive increase in the number of High Needs students however, the funding impact was yet to be realised.	
72	The apprenticeship position was better than in the previous year however, income was down by £110,000 on 2018/19.	
73	In relation to HE, Dr Peacock explained that the number of students was the same as in the previous year, the HE mitigation plan was in place and all courses were being offered for a January 2023 start. Some bursaries and	

	scholarships had been introduced if students apply by December for a September 2023 start. A discount in fees was also being introduced to help with the cost-of-living increases.	
74	Anecdotal evidence was that students from more deprived families were entering work rather than higher education to support their family.	
75	Resolved: Governors received the enrolment update.	
	22/141 –Equality and Diversity for Employees	
76	Mrs Temprell provided an update on the equality and diversity update for employees.	
77	The presentation provided an overview of the number of employees and a review of protected characteristics. It was noted that the information on disabilities was not available.	
78	Mrs Temprell explained that information was collated from staff on commencement of employment and the onus was on staff to update any changes.	
79	It was agreed that Mrs Taylor-Holmes would circulate the presentation slides to Governors.	Action: Mrs Temprell/ Mrs Taylor-Holmes December 2022
80	It was noted that the census data would be reviewed against the College data when available.	
81	It was further noted that there had been no change in the gender profile. There had been an increase in part time staff roles and this did tend to suit more females.	
82	In relation to religious belief, 45% of the staff had recorded Christian and the age profile was similar to the previous year. In Lincolnshire overall, it was noted that there was an aging population and this was reflected in certain areas in the College.	
83	Governors asked what was done with the information and where the information was reported?	
84	Mrs Temprell explained that information would be shared with the staff voice group at their next meeting and would then be made available for all staff to see. The College was also required to report on staff statistics to the DFE, through the ESFA workforce return by 25 November. From time to	

	time, the AoC also asked for staff information which included equality and diversity information.	
85	Governors also asked if the position was published. Mrs Temprell confirmed that a gender pay gap statement was published.	
86	Resolved – Governors noted the update.	
	22/142 –Subcontracting Report 2021/22 and 2022/23	
87	Ms L Steptoe, Vice Principal Apprenticeships and Business Development presented the Sub-Contracting report and confirmed that the College did not have any sub-contracting in place during 2021/22 and did not plan to enter into any sub-contracting arrangement in 2022/23.	
88	Resolved: Governors noted the Sub-Contracting Report 2022/23.	
	22/143 –HE & IoT update	
89	Dr Peacock provided the HE and IoT update. It was noted that some elements of the update had been provided earlier in the meeting.	
90	Dr Peacock referred to the conclusions with the report.	
91	Dr Peacock commented that 2021/22 end of year performance in terms of attendance, and achievement was below expectation, with some subject areas of concern being monitored with improvement plans in place.	
92	An update in relation to bootcamps was provided as follows; the first wave of Digital Skills Bootcamps was delivered with good recruitment; the College was running the Wave 2 extension and Wave 3 Digital and Green Skills bootcamps (15 in total) via D2N2 during 2022/23 with one further Green Power bootcamp in Environmental Technologies via GLLEP.	
93	It was noted that the LincHigher funding was in relation to the provision of masterclasses, visits, outreach and events signposting to the IoT. This was aimed at lower socio-economic groups.	

94	Resolved: Governors received the update.	
	22/144 – Safeguarding Update	
95	Mrs Temprell provided the update.	
96	Mrs Temprell explained that the Safeguarding Audit was completed by Dr J Smith in May 2023 as part of her role as Safeguarding Link Governor. Dr Smith had now resigned as Governor at the College.	
97	The purpose of the Safeguarding Audit was to provide assurance to Governors that the processes and procedures in place in relation to safeguarding were adequate and appropriate. The Audit was drafted in line with a checklist received from the Lincolnshire Safeguarding Board.	
98	Governors were referred to the findings from audit at pages 2 and 3 of the report. It was noted that the next steps identified; the update of the Missing Child Policy, had now been completed.	
99	Mrs Temprell referred to the Annual review of the Safeguarding Policy and confirmed that this had been undertaken in line with the Keeping Children Safe in Education statutory guidance issued in September 2022.	
100	Mrs Temprell described the key changes to the statutory guidance as documented on page 3 of the Report and how this had resulted in changes to the Safeguarding Policy as follows;	
101	<ul style="list-style-type: none"> • The term peer on peer abuse had been changed to child-on-child abuse; • Paragraph added detailing children may not know when they are being abused, they may not feel ready or know how to tell someone they are being abused; • Domestic abuse had been added to the list of safeguarding issues. Domestic abuse can be psychological, physical, sexual, financial or emotional and can impact on children through seeing, hearing or experiencing the effects of domestic abuse; • Governors should receive appropriate safeguarding training at induction and then at regular intervals; • Being subjected to harassment, violence and or abuse may breach children’s rights as set out in the Human Rights Act; 	

	<ul style="list-style-type: none"> • The guidance set out the significance of the Equality Act 2010 as college's must not unlawfully discriminate against students because of their protected characteristics, must consider how they are supporting students with protected characteristics, must take positive action to deal with disadvantages e.g. reasonable adjustments; • Online safety – Governors to review the effectiveness of filters and monitoring systems. The college to communicate with parents the importance of children being safe online; • Providing LGBTQ+ students with a safe space for them to speak out or share their concerns with members of staff; • Online searches to be carried out as part of the due diligence checks on shortlisted candidates; • A procedure for low level concerns to be shared with the Designated Safeguarding Lead or Principal. Decisions would be made as to how to respond; • Child-on-child sexual violence and harassment had been expanded to include the importance of explaining to children the law is in place to protect rather than to criminalise, intra-familial harms e.g. sexual abuse, domestic abuse within their own relationships, county lines and radicalization; • Annex C – the role of the Designated Safeguarding Lead. 	
102	Mrs Temprell explained that following the resignation of Dr Smith, a new Safeguarding Link Governor was sought. Governors were asked to contact Mrs Taylor-Holmes if they would like to volunteer for the role.	Action: All December 2022
103	Governors received the Safeguarding Policy.	
104	Resolved: Governors received the Safeguarding update and approved the Safeguarding Policy.	
	22/145 –Governance Report	
105	Governors noted the Corporation Schedule of Business for 2022/23.	Action: All / Mr Brewis Winter 2022
106	Mrs Taylor-Holmes, Clerk to the Corporation, explained that one to one meetings would be scheduled between individual Governors and Mr Brewis over the coming months with the aim of developing some improvement themes for the Board.	

107	It was agreed that the November Governor Development session would cover the requirements of Governors in an Ofsted inspection.	Action: SLT November 2022 Action: Search and Governance Committee December 2022
108	It was noted that the Search and Governance Committee would review Committee memberships and an updated schedule would be presented to the Board in December.	
109	Mrs N McCoy-Brown, General Member referred to a recent exercise undertaken by the local authority in relation to planning around a week-long power outage. Mr Deane explained that whilst the College was not involved in the local resilience forum, the College did have disaster recovery plans in place. The College also held the Cyber Essentials Accreditation and was subject to regular penetration testing.	
110	It was noted that the Finance and Resources Committee received an annual update on IT security at the March meeting.	
111	Resolved: Governors approved the Corporation Schedule of Business 2022/23.	
	22/146 - Urgent Business / Any other Business	
112	There being no further business the meeting closed.	

Date of next Meeting:

Tuesday 13 December 2022

Signed as a true and accurate record

Chairman

Date

Action Table

Agenda Item	Description	By whom	By when
22/109 - Reporting against Strategic Plan 2019-2022	One of the opportunities arising from the bootcamps was for employers to provide interviews for those who had been on the bootcamps. It was agreed that Dr Peacock would circulate information on the interviews to allow Governors to participate in the interviews.	Dr Peacock	TBC
22/122 – Principal & Chief Executive's Report	schedule of forthcoming events. It was noted that this would be regularly updated and provided to Governors to detail opportunities for interaction with students and staff.	Mr Deane	October 2022 and ongoing
22/122 – Principal & Chief Executive's Report	Governors discussed potential involvement in staff voice meetings to review the success of the change in staffing hours. It was noted that Ms L Smith, Staff Governor was a member of the staff voice Committee and would be able to provide feedback to Governors at future meetings.	Mrs L Smith	When updates available
22/123 Reporting against Strategic Plan	It was agreed that Mrs Temprell would consider any offers which could be made available to students in accommodation such as discounted entry to local attractions.	Mrs Temprell	TBC
22/136 Matters Arising	In relation to relation to the action arising from agenda item 21/175, Mrs Taylor-Holmes explained that the ESFA was collecting Governor data as part of the Workforce return. This was in relation to the whole Governing body and information on diversity was requested. Mrs Taylor-Holmes explained that she would be in contact with all Governors to ask for the information required to make the return. It was noted that this would be anonymised within the return.	Mrs Taylor-Holmes	October 2022 COMPLETE AND RETURN MADE TO THE ESFA WITHIN THE TIMESCALE
22/136 Matters Arising	A skills audit for Governors would be circulated in the New Year as part of the Board effectiveness process.	Mrs Taylor-Holmes	January 2023
22/136 Matters Arising	Mr P Deane, Principal and Chief Executive explained that staff would be regularly surveyed in relation to the four-day week and updates would be provided to the Board.	Mr Deane	December 2022 UPDATE IN PRINCIPAL REPORT
22/139 - Reporting against Strategic Plan 2022-2025	Mr C Turner, General Member asked about any trends in relation to retention and attendance. It was agreed that this would be further considered at the Standards Committee meeting.	Standards Committee	November 2022 COMPLETE

22/139 Reporting against Strategic Plan 2022-2025	-	Mr Turner also asked whether the lack of completion of functional skills was causing delays in apprenticeship completion. Mrs Hart explained that there were no cases of this. The final ILR would be submitted in the coming weeks and final achievement rates shared at the Standards Committee.	Standards Committee	November 2022 COMPLETE
22/141 Equality and Diversity for Employees	-	It was agreed that Mrs Taylor-Holmes would circulate the presentation slides to Governors.	Mrs Temprell / Mrs Taylor-Holmes	December 2022
22/144 Safeguarding Update	-	Mrs Temprell explained that following the resignation of Dr Smith, a new Safeguarding Link Governor was sought. Governors were asked to contact Mrs Taylor-Holmes if they would like to volunteer for the role.	All	December 2022 COMPLETE VERBAL UPDATE
22/145 Governance Report	-	Mrs Taylor-Holmes, Clerk to the Corporation, explained that one to one meetings would be scheduled between individual Governors and Mr Brewis over the coming months with the aim of developing some improvement themes for the Board.	All / Mr Brewis	Winter 2022/23
22/145 Governance Report	-	It was agreed that the November Governor Development session would cover the requirements of Governors in an Ofsted inspection.	SLT	November 2022 Now deferred to February 2023
22/145 Governance Report	-	It was noted that the Search and Governance Committee would review Committee memberships and an updated schedule would be presented to the Board in December.	Search & Governance Committee	December 2022 ON AGENDA