

## Minutes of the Corporation Meeting

held Wednesday 6 July 2022

*Present* Joanne Chilton (*Chair*), Helene Jones (*Vice Chair*), Andy Dobson (*Principal*), David Allen, , Andy Hanson, Thomas Huntbatch, Tiffany Harvey-Pallent, Gail Rothnie and Joanne Rouse, Mark Sterling, Jonah Woodley.

*In attendance* Jacquie Carman (*Vice Principal, Chief Operating Officer*)  
Jennifer Sunter (*Clerk to the Corporation*)  
*New appointees from 1 August 2022:*  
*Aisha Benachour, Clair Graham, Alison Jarrett, Raj Joshi, Lee Clulow*

<b>1</b>		<b>Apologies</b>
		Apologies were received on behalf of governor James Clayton and from Ian Hughes and Shabir Chagan, both new appointees taking up office from 1 August 2022.
<b>2</b>		<b>Declarations of Interest</b>
		All staff present declared their interest in agenda item 6.1bi Pay Update. Mark Sterling also highlighted his declaration regarding his employment role working with NCATI, the Advanced Transport and Infrastructure College as part of the University of Birmingham group.
<b>3</b>		<b>Minutes of Corporation Meeting held and Matters Arising</b>
	3.1	<b>Corporation Meeting 30 March 2022</b>
	3.2	<b>Corporation Special Meeting 24 May 2022</b>
		The minutes of the Corporation meeting held 30 March 2022 and the Corporation Special Meeting held 24 May 2022 were approved as correct records. <b>Matters Arising</b> Actions under the meeting held 30 March 2022: Under action 5.1a, the Principal confirmed that the reference to religious institutions within the Prevent Strategy had been updated. Under action 5.2a, a presentation on LGBT+ was scheduled under the current meeting agenda.
<b>4</b>		<b>Strategic</b>
	4.1	<b>Principal's Report</b>
		Andy Dobson reflected that while it had been a very challenging year, it had been very positive to be welcoming the 2022/2023 cohort of students to the College Welcome Days. It was also positive that the College was winning awards and members were pleased to hear about student success in ESports. Jacquie Carman informed members of a serious funding concern arising from information recently provided by the Department for Education regarding the requirement to deliver an additional forty hours to each full-time student. New communications stipulated a much higher baseline threshold for the College with baselines being calculated for each College individually. The higher level of delivery would be a serious challenge for the College, particularly due to variation in course needs and lengths, , and subsequent additional staff hours and further pressure to accommodation. Members asked a range of questions about budget impact and understanding the study programme average. Jacquie Carman explained that while there

	<p>were a range of mechanisms to pursue regarding additional hours, these did not necessarily all add value. Jacquie Carman also further explained variability across course provision and that factors such as the delivery of maths and English would contribute to variation from year to year and between students.</p> <p>Members also asked about College responses nationally and noted that there had yet been little response. Jacquie Carman reported that the AoC had been contacted and that the issue was being raised at the highest level.</p> <p>Andy Dobson summarised that the College would seek to find ways to challenge the baseline stipulated, mitigate and resolve difficulties to ensure delivery.</p> <p>Andy Dobson presented the data dashboard updating members on the inclusion of staff data, enabling rolling monitoring of staff absence. Members also noted that staff turnover was slightly lower than the previous year. The dashboard now included live retention and achievement data and student feedback data. While retention was down by 1% on the previous year, attendance continued to be below target and was down by 4%. Student feedback data was included and was helpful in focusing staff areas of action for improvement. Members welcomed the information and the helpful colour coding rates against targets.</p> <p>Andy Dobson reported on the College Branding report following the conclusion of the project's research stage. This illustrated that there was strong correlation in many areas between staff and student perceptions. There was a clear indication that adult course offer had a lower profile, with a harder to reach audience. The College looked to recognise and effectively articulate its strong attributes, as identified and to market these effectively to its wide customer base.</p> <p>The Principal's report was received.</p>
4.2	<p><b>Review of Annual Plan 2021/2022 and Annual Targets</b></p>
	<p>Jacquie Carman reported on progress against targets set in relation to year one of the strategic plan, which correlated with the dashboard provided. It was positive to report on much progress with the great majority of actions completed, and a small number to take forward into year two.</p> <p>Governors asked for clarity regarding aspirational and hard targets for attendance and achievement. This was discussed in detail, to better understand that the expectation was to retain each student and for them to give 100% attendance. However, a challenging but realistic operational target was necessarily set against which performance could be measured. Members discussed further the timing and process for target setting, national benchmarks/targets and the threshold which would trigger interventions with students.</p> <p>The next review of the annual plan and targets would be provided in September 2022.</p>
4.3	<p><b>Review of Activities and Public Benefit</b></p>
	<p>Jacquie Carman outlined the key areas of focus through annual review of the College's activities within its powers and for public benefit. The review included RAG rating against activities, with no concerns from assessment. The College also had the established subsidiary to address more commercial activities.</p> <p>Following a question on changes to College transport provision, members discussed the new approach to use of some learner support funding where appropriate and legitimate, to support with the costs of travel to College. For other students, the College would support costs, but that this came with a caveat regarding attendance and behaviour.</p> <p>The student governor asked if removal of free transport would in some instances be counterintuitive, potentially further disincentivising lower attending students. Jacquie Carman and Andy Dobson reassured the meeting that the change was part of the 'tough but tender' approach reported to help raise</p>

		attendance, and that each case would be addressed individually, to not disadvantage students.
		The Corporation noted the report on Review of Activities and Public Benefit and approved the revised public benefit statement.
	4.4	<b>Careers Education and Guidance Policy</b>
		Members noted that the Careers Education and Guidance Policy had been scrutinised by the Students, Curriculum and Quality Committee. Careers had recently had the Gold Award reapproved and the Chair of Students, Curriculum and Quality Committee was meeting with key staff as the Careers lead governor to discuss planning and activities going forward.
		On recommendation of the Students, Curriculum and Quality Committee, the Corporation approved the Careers Education and Guidance Policy.
	4.5	<b>Marketing Strategy</b>
		Members noted that the Marketing Strategy was key to strengthening the College's communication and reputation within the locality. A clear need had been identified in the Strategic Plan for strong marketing within the locally competitive environment. The strategy related to the diverse target markets, provided objectives and key performance indicators, with a detailed plan and timetable across the year. This included increasing digital and social media presence. It was also noted that the strategy would be reviewed following the outcomes of the current branding project. The student governor questioned whether the College placed sufficient emphasis, in its marketing, on academic achievement, and whether this impacted on perceptions of the College's prestige and status. Members noted that the College was about inclusivity and achievement, and that while success rates did not seem to be given as a deciding factor on choice of College, there had been greater sharing of student success stories, which were powerful and inspiring to others. Members recognised the importance of digital and social media to increase the message of the College being the first choice and enabling students to succeed and progress. Members also commented on marketing differentiation to audiences which included parents, and marketing through local events.
		The Corporation approved the revised Marketing Strategy
	5	<b>Performance</b>
	5.1	<b>Draft Minutes of the Students, Curriculum and Quality Committee, 15 June 2022</b>
		The Chair of Students, Curriculum and Quality Committee highlighted key points from the June meeting, including that; the Committee was the best placed to consider Careers Education Policy, data on retention and attendance remained of concern, including where students failed to attend exams, with a 'tough but tender' approach being instigated for 2022/2023, early diagnostic testing for students would be supportive, more granular data to support the Committee across 2022/2023 was being reviewed, including progress against target grades, Teaching and Learning observation had been undertaken with targeted CPD (Continuous Professional Development) taking place, Apprenticeships were a concern, however, a rapid improvement plan was in place, to be monitored by the Committee, the new Transition Programme for T Levels was concerning as it had no requirement to incorporate a qualification,

	<p>pastoral reporting highlighted increased student anxiety, with exam anxiety being supported,</p> <p>the increasing volume of special considerations for students sitting exams was now a major challenge for accommodation.</p> <p>Members discussed the challenges in dealing with exam needs with special requirements sometimes only requested on the day of the exam.</p> <p>The draft minutes of the Student, Curriculum and Quality Committee meeting held 15 June 2022 were received.</p>
<b>Action 5.1a</b>	A report would be provided for the Students, Curriculum and Quality Committee on challenges for meeting student special requirements for exams.
<b>5.2</b>	<b>Equality and Diversity LGBT+ Presentation</b>
	<p>Members received a presentation on how the College had developed and taken forward its support for young people identifying as LGBT+.</p> <p>Data across a range of studies indicated the increased likelihood of young people who are LGBT+ experiencing phobic bullying, which negatively impacts on their education, with a higher proportion of depression, self-harm and suicidal thoughts or actions.</p> <p>The College had undertaken initial staff training and begun to develop a best practice programme. However, the College had grown its response after recognising through a whole college event that there was a greater than anticipated number of students seeking information and support.</p> <p>In addition to changes to toilets, considering inclusivity in lessons the College has provided further mandatory training for all staff, introduced pronoun badges, updated the uniform policy, and supported a group of students to attend Pride.</p> <p>The College wished to continue to do more and saw one of the next steps being to engage with parents and schools.</p> <p>Members understood how significant it was that students had stated how they could be themselves at College which was a safe space.</p> <p>The student governor commended the achievements and asked if there were any plans to implement educational talks into tutorials, to promote understanding. It was noted that this had been considered and the Safeguarding Team would be covering sexual orientation and gender identity as tutorial topics for the next academic year.</p> <p>In addition to their internal impact the Chair commended the work that both Lee Clulow and Haroon Bashir had undertaken in presentations and training, both at national level though the AoC National Conference and local level, in that that Lee Clulow had delivered training to the Dudley Safeguarding Leads.</p> <p>It was felt that these positives should be captured.</p>
<b>5.3</b>	<b>Ofsted Update</b>
	<p>Joanne Williams updated members on the changes to Ofsted inspections in place from September 2022. The College would receive a full inspection within the next few years on which full guidance was awaited.</p> <p>Ofsted had explained that college inspections would be “enhanced” with additional inspectors assigned to the team to inspect colleges’ contribution to meeting skills needs Advanced notice of five to six days would be afforded to support the arrangement of meetings with stakeholders and employers. Joanne Williams outlined very good engagement that the College had, including the Skills Accelerator, the Halesowen BID, the Skills Shop in addition to work with employers, feeder schools, community centres and other colleges.</p>
<b>Action 5.3a</b>	It was agreed that an update would be provided to each Corporation meeting.

	<b>Action 5.3b</b>	Members asked to be invited to any relevant training relating to the new Inspection Framework.
<b>6</b>		<b>Finance</b>
	<b>6.1</b>	<b>Draft Minutes of the Finance and Resources Committee, 21 June 2022</b>
		<p>The Chair of Finance and Resources Committee confirmed that key headlines from financial reporting were addressed in reports under the agenda, however, while aware of retaining outstanding financial health, members should be mindful of the challenge to meet the EBITDA target and the need for a watching brief on pension costs.</p> <p>The draft minutes of the Finance and Resources Committee meeting held 21 June 2022 were received.</p>
	<b>6.1a</b>	<b>HCE Ltd – Gift Aid Covenant</b>
		Jacque Carman reported that the Directors of Halesowen College Enterprises Limited had determined that the value of any covenant to be made to Halesowen College from any 2021/2022 surplus should be 100% (following any adjustment for taxation).
		The Corporation, on the recommendation of the Finance and Resources Committee approved the accounting treatment of the potential gift aid covenant from Halesowen College Enterprises Limited, to be made to Halesowen College from any 2021/2022 surplus.
	<b>6.1b</b>	<b>Draft Budget 2022/2023</b>
		<p>Jacque Carman provided a detailed overview of the basis for the 2022/2023 budget, prior to Corporation approval and explained that the first budget review remained pivotal.</p> <p>Key areas of consideration included the recent information around baseline course hours and the additional forty hours required, pay award challenges moving forward and risks identified in staff retention and recruitment and achieving student recruitment as planned.</p> <p>A pay budget was provided based on full staffing against costed curriculum plans, with a reduction of budget for the use of agency staff.</p> <p>Changes impacting for part of the year included possible changed levels of contribution under the Local Government Pension Scheme and increases to the National Minimum Wage.</p> <p>Members understood that while demonstrating a strong financial position it was harder to maintain outstanding financial health.</p> <p>Members asked about proposed strike action.</p> <p>Members noted that the AoC recommendation on pay was taken into consideration within the budget while not being a commitment as a pay award.</p>
	<b>Action 6.1ba</b>	Members also asked about an increase in fees for higher education courses, as discussed by the Finance and Resources Committee. Jacque Carman confirmed that there had been an increase and that this was below the upper threshold, which would be considered for 2023 following consultation with partners.
		The Corporation, on recommendation of the Finance and Resources Committee, approved the 2022/23 revenue budget.
	<b>6.1bi</b>	<b>Pay Update (Confidential)</b>
		<p>Members considered both the current year and information regarding future pay awards.</p> <p>For the current year, as previously considered, the Corporation wished to make a non-consolidated additional payment, subject to affordability.</p>

	<p>Jaquie Carman outlined the basis of the funding amount and qualifying parameters.</p> <p>Members discussed retention of outstanding financial health and recognising staff within scope of affordability.</p> <p>It was also noted for information that Halesowen College Enterprises Limited were also considering an approach for recognising staff.</p>
	<p>On recommendation of the Finance and Resources Committee the Corporation approved that an amount of money be distributed to the staff of Halesowen College, based on the following conditions that:</p> <ul style="list-style-type: none"> <li>• after accounting for the award and the associated employers on costs of National Insurance, the overall value to staff does not exceed £170,000,</li> <li>• by paying the award the College continues to realise outstanding financial health,</li> <li>• the award be calculated as of 31 July 2022 and accounted for in the 2021/22 financial year,</li> <li>• the award be allocated as a flat rate lump sum to each member of staff (pro rata for fractional and term time staff),</li> <li>• the award be paid in the October salary. That staff eligibility be governed by the stipulations as outlined in the report to the Corporation.</li> </ul>
6.1c	<b>Green Travel Survey</b>
	<p>Jacquie Carman explained the baseline data provided from the green travel survey, which informed the traffic management and parking strategy.</p> <p>A range of actions were being pursued including a cycle scheme, car sharing and further student focus groups to address transport and wider environmental issues.</p> <p>Members raised questions about staff access to the College coaches and promoting car share schemes. Jacquie Carman responded that the College coach scheme was operating at capacity and held other complexities for staff usage around tax. It was understood that car sharing was an action, while recognising the challenges in a post pandemic environment.</p> <p>The Corporation noted this report and key themes on travel to and from Halesowen College.</p>
6.1d	<b>Estates Strategy Update</b>
	<p>Members were apprised of the fast-developing position regarding the estates strategy, particularly with regard to addressing the need for additional space.</p> <p>Key considerations against options previously reported and newly provided were addressed, including space, cost and value for money, planning, parking and access. Jacquie Carman also outlined the strategy in relation to a phased approach regarding current accommodation and sites and planned development such as that proposed on the Pool Road car park, Halesowen.</p> <p>Members were updated on how curriculum would be best served through necessary upheaval during building refurbishments, both newly proposed and planned for.</p> <p>Jacquie Carman outlined borrowing affordability and retention of financial health. Members asked questions about alternative borrowing options and Jacquie Carman explained the underpinning reasons for taking loan provision with the current provider.</p> <p>Members asked further questions and were assured around additional parking and tenants.</p> <p>Members noted that the proposed purchase of Lygon Court would not be able to proceed, but that other premises had recently become available at Trinity Point in Halesowen, which could ultimately better meet the College's needs.</p>
	The Corporation approved that

		<ul style="list-style-type: none"> <li>delegated authority be given to the Vice Principal/Chief Operating Officer to offer £2.695m for the virtual freehold purchase of Trinity Point subject to change of use planning consent and vendor acceptance of our VAT certificate.</li> <li>the College appoint Shakespeare Martineau to provide legal support for the sale.</li> <li>the Vice Principal/Chief Operating Officer draws down a loan for £2.1m (using Shenstone House as security) with NatWest at a rate of 2.4% above base.</li> <li>whilst the sale progresses, the College work with the design team, Gould Singleton (M&amp;E engineers), Architects, PMP Consulting, Bennett Williams and Couch (structural engineers) to submit a change of use application and, tender issue drawings for Phase 1.</li> </ul> <p>The Corporation noted that the Estates Strategy had been further updated since consideration by the Finance and Resources Committee and approved the changes as provided.</p>
<b>7</b>		<b>Audit</b>
	<b>7.1</b>	<b>Draft Minutes of the Audit Committee, 14 June 2022</b>
		The draft minutes of the Audit Committee meeting held 14 June 2022 were received.
	<b>7.1a</b>	<b>Appointment of Internal Auditors</b>
		The Clerk reported that, following appointment of new external audit providers, the Audit Committee had delayed the tender exercise for the provision of internal audit services until September 2022 and was subsequently recommending the reappointment of TIAA as internal auditors for 2022/2023.
		The Corporation approved the reappointment of TIAA as internal audit service providers for 2022/2023 on recommendation of the Audit Committee.
	<b>7.1b</b>	<b>External Audit Letter of Engagement</b>
		The Clerk outlined that on recommendation of the Audit Committee the Corporation had approved the appointment of Bishop Fleming as external audit providers to Halesowen College, for a period of three years, commencing with the audit process for 2021/2022. The Corporation received the External Audit Letters of Engagement to complete the formal process.
	<b>7.1c</b>	<b>Regularity Audit Self-Assessment</b>
		Members received the annual report addressing regularity self- assessment, noting that there were a few action points but no areas of concern.
		On recommendation of the Audit Committee the Corporation considered the self-assessment of compliance with regularity and proprietary requirements and approved that this be signed by the Chair and the Accounting Officer of the College before being submitted to external audit as part of the regularity audit process for 2021/22.
	<b>7.1d</b>	<b>Draft Audit Plan 2022/2023</b>
		Members considered the draft plan for internal audits. Jacquie Carman explained the process by which priorities for audit had been identified, which were in direct relation to the highest areas of risk to the College achieving its strategic objectives. Members noted the assurance mapping of strategic objectives to the risk register, which had resulted in some amber and red RAG rated areas.

		On recommendation of the Audit Committee the Corporation approved and adopted the proposed audit plan for 2022/23, subject to review in the autumn term once the formal review of the risk register is completed.
	7.1e	<b>Code of Good Governance – Update against revised Code</b>
		<p>The Clerk reported that the Code of Good Governance for English Colleges had been updated and was due further review.</p> <p>The spirit of the code was developmental and it was recognised that the evidence table provided remained live, with some areas of evidence against practice being further considered. Annual Review of the Code formed part of the Corporation’s annual self-assessment suite and compliance with the Code was reported against in the Annual Members’ Report.</p> <p>The Chair noted that the overarching approach to governor self-assessment was being scheduled for January 2023 as part of the annual cycle of business. Members noted the summary of assurance provided against the revised Code.</p>
	<b>8</b>	<b>Governance</b>
	8.1	<b>Appointment of Staff and Student Governors</b>
		The Clerk reported on staff and student governor elections.
		<p>The Corporation resolved to appoint Lee Clulow as the staff governor commencing 1 August 2022 to 31 July 2024, subject to meeting set eligibility criteria.</p> <p>The Corporation resolved to appoint Alexandra Fratila as the student governor for the academic year 2022/2023, subject to meeting set eligibility criteria.</p>
		The Chair formally thanked Jonah Woodley and David Allen for their contributions and support whilst undertaking their roles as student governor and staff governor, respectively.
	8.2	<b>Succession Planning</b>
		The Search Committee considered the report and actions in support of the approach to succession planning.
		<p>On recommendation of the Search Committee the Corporation approved that:</p> <ol style="list-style-type: none"> <li>1. That at least one/two governors be invited to attend external training geared to aspiring chairs, when dates for this offer have been provided.</li> <li>2. That appointment of vice chairs be reconsidered for all committees where governors wishing to potentially develop as a committee chair are identified.</li> <li>3. That where appropriate the Corporation support the board with co-opted governors to committees or the main board.</li> <li>4. That the Search Committee instigate, as appropriate, potential governor succession planning with key organisations.</li> </ol>
		<b>Governor Roles and Committee Membership</b>
	8.3	<p>The Clerk reported that Standing Orders were updated to appoint to committees and offices for two years, subject to terms of office and to any need for review.</p> <p><b>Appointment of Chair</b></p> <p>In the spirit of the decision to make appointments to roles for two years (as updated in Standing Orders) members agreed that it was sensible to invite the current chair to continue in role for a second year.</p> <p><b>Committee Membership (including appointment of Chairs and Vice Chairs)</b></p>

		<p>The Clerk reported that having consulted with members on proposed committee membership and offices that appointments be made as reported for 2022/2023.</p> <p><b>Appointment to Additional Roles</b></p> <p>The Clerk reported that having consulted members, appointments to the identified additional roles be confirmed.</p>												
		<p>The Corporation approved the reappointment of Joanne Chilton for a second-year term of office ending 31 July 2023.</p> <p>The Corporation appointed members to the following committees, including roles as Chairs and Vice Chairs, commencing 1 August until 31 July 2024, subject to necessary review:</p> <p><b>Audit Committee</b>  Helene Jones (Chair)  Tiffany Harvey-Pallent (Vice-Chair)  Mark Sterling  Ian Hughes</p> <p><b>Search Committee</b>  Helene Jones (Chair)  Joanne Chilton (Vice-Chair)  Andrew Dobson (Principal)  Raj Joshi</p> <p><b>Students Curriculum and Quality Committee</b>  Gail Rothnie (Chair)  Joanne Rouse (Vice-Chair)  Andrew Dobson (Principal)  Lee Clulow (Staff)  Alexandra Fratila (Student)  James Clayton  Clair Graham  Aisha Benachour</p> <p><b>Finance &amp; Resources Committee</b>  Andrew Hanson (Chair)  Andrew Dobson (Principal)  Joanne Chilton  Thomas Huntbatch (Vice-Chair)  Alison Jarrett</p> <p><b>Remuneration Committee</b>  Joanne Chilton  Andrew Hanson (Chair)  Thomas Huntbatch (Vice Chair)  Alison Jarrett</p> <p><b>Personnel Committee</b>  Mark Sterling (Chair)  Raj Joshi (Vice Chair)  Clair Graham  Shabir Chagan</p> <p>The Corporation confirmed that members be ascribed the identified roles.</p> <table border="1" data-bbox="376 1738 1249 1962"> <tr> <td><b>Safeguarding</b></td> <td>Joanne Rouse</td> </tr> <tr> <td><b>Health and Safety/Estates</b></td> <td>Andrew Hanson</td> </tr> <tr> <td><b>Equality &amp; Diversity</b></td> <td>Aisha Benachour</td> </tr> <tr> <td><b>Careers</b></td> <td>Gail Rothnie</td> </tr> <tr> <td><b>SEND</b></td> <td>Clair Graham/Ian Hughes</td> </tr> <tr> <td><b>Sustainability</b></td> <td>Shabir Chagan</td> </tr> </table>	<b>Safeguarding</b>	Joanne Rouse	<b>Health and Safety/Estates</b>	Andrew Hanson	<b>Equality &amp; Diversity</b>	Aisha Benachour	<b>Careers</b>	Gail Rothnie	<b>SEND</b>	Clair Graham/Ian Hughes	<b>Sustainability</b>	Shabir Chagan
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8.4		<p><b>Review of Committee Terms of Reference</b></p>												
		<p>The Clerk summarised the review of committee terms by committees and the proposed updates being recommended, those being:</p>												

		<p>An update to the Audit Committee terms of reference to make the committee's independence explicit.</p> <p>An update to the Search Committee to expand the membership.</p> <p>An update to the Students, Curriculum and Quality Committee as home to the Careers Strategy and to update the Scheme of Delegation.</p> <p>Consideration that the Personnel Committee may need to meet termly.</p>
		The Corporation approved the revisions to the Committee terms of reference as reported.
	8.5	<b>Calendar and Cycle of Business 2022/2023</b>
		The Clerk provided the draft calendar of dates and members noted that the January meeting would focus on self-assessment, with the May meeting scheduled for Strategic Review.
		The Corporation approved the Calendar and Cycle of Business as the basis of operation for 2022/2023.
	8.6	<b>Corporation Self-Assessment Report</b>
		<p>The Clerk outlined the basis of self-assessment across a suite of activities and the outcome report. Members noted that self-assessment needed to address reflection, development and reporting, with evidence of impact.</p> <p>Members suggested that they could have a rolling plan of minutes review to highlight examples of where they had provided challenge and support and had impact.</p> <p>The report and the outcomes from self-assessment were accepted.</p>
	Action 8.6a	That members review and highlight actions and governor contributions as the minutes unfold across the cycle of business to support governor self-assessment review.
	8.7	<b>Minutes of the Search Committee, 24 May 2022</b>
		The minutes of the Search Committee held 24 May 2022 were received.
	9	<b>Any Other Business</b>
		<p>The Clerk reported that a Save the Date Calendar was being compiled for members.</p> <p>Members noted that the Staff Awards would be taking place on the 24 August 2022.</p>
	10	<b>Date of Next Meeting</b>
		The next meeting of the Corporation will take place on Wednesday 28 <sup>th</sup> September at 6pm.

### The meeting closed at 9.03pm

Actions from Meetings			
Ref	Agenda item and action	Review Date	Report ed by
<b>Corporation Meeting 30 March 2022</b>			
Action 5.1a	<b>Annual Review of Safeguarding and Prevent Strategy</b> Members asked the Principal to review the reference to religious institutions.	May 2022 Closed	ADo
Action 5.2a	<b>Equality and Diversity LGBT Update</b> It was agreed that a presentation to the July meeting of the Corporation would be provided by key staff.	July 2022	ADo

		Closed	
Actions from Meetings			
Ref	Agenda item and action	Review Date	Report ed by
Corporation Meeting 6 July 2022			
Action 5.1a	<p><b>Draft Minutes of the Students, Curriculum and Quality Committee, 15 June 2022</b></p> <p>A report would be provided for the Students, Curriculum and Quality Committee on challenges for meeting student special requirements for exams.</p>	Nov 2022	JWi
Action 5.3a	<p><b>Ofsted Update</b></p> <p>It was agreed that an update would be provided to each Corporation meeting.</p>	Sept 2022	JWi
5.3b	<p>Members asked to be invited to any relevant training relating to the new Inspection Framework.</p>		
Action 6.1ba	<p><b>Draft Budget 2022/2023</b></p> <p>Members also asked about an increase in fees for higher education courses, as discussed by the Finance and Resources Committee. Jacquie Carman confirmed that there had been an increase and that this was below the upper threshold, which would be considered for 2023 following consultation with partners.</p>	2023	JCa
Action 8.6a	<p><b>Corporation Self-Assessment Report</b></p> <p>That members review and highlight actions and governor contributions as the minutes unfold across the cycle of business to support governor self-assessment review.</p>	2022/2023	All