

JOHN LEGGOTT COLLEGE

Minutes of a meeting of the Corporation
held at the college on Wednesday 26 June 2024 at 5.30pm

PRESENT:

Mr A Pascoe (Chair)	
Mr S Driver	Miss R Ogunjimi
Mr J Fitzgerald	Mr P Raistrick
Mrs A Moore	Mr L Riley (Principal)

IN ATTENDANCE: Mrs B Robinson (Director of Governance)
Mr K Salmon (Staff Member, Observer)

3479 **Apologies & Welcome**

Apologies for absence were received from Mr Aslam, Mr Chappill, Miss Davies and Mr Townsley.

RESOLVED (a) that this be noted.

Mr Salmon was welcomed to the meeting. Mr Salmon was in attendance to observe the meeting as part of the Aspiring Leaders Programme that he was undertaking at the college.

RESOLVED (b) that this be noted.

3480 **Declaration of Interests/Register of Interests**

No declarations of interest were verbally reported at the meeting.

Governors received the Register of Interests.

RESOLVED (a) that this be noted.

3481 **Membership Issues**

- (i) To elect Chair and Vice Chair to serve for two years effective from Autumn Term 2024

Consideration was given to the election of Chair and Vice Chairs for the next two years commencing at the start of the next academic year.

The Clerk sought nominations for the position of Chair. Mr Pascoe was nominated and seconded. No further nominations were received.

RESOLVED (a) that Mr Pascoe be elected as Chair to serve for two years effective from the start of the academic year 24/25.

Mr Pascoe sought nominations for the position of Vice Chair. Mr Townsley was nominated and seconded. No further nominations were received.

RESOLVED (b) that Mr Townsley be elected as Vice Chair to serve for two years effective from the start of the academic year 24/25.

3482 **Minutes and Matters Arising**

RESOLVED (a) that the minutes of the last meeting held on 18 March 2024 (Part A) be agreed as a true record.

RESOLVED (b) that the minutes be signed by the Chairperson.

RESOLVED (c) that it be noted that there were no matters arising not covered elsewhere.

3483 **Reports/Policies**

- (i) Safeguarding/Prevent Termly Update
- (ii) Careers/Learner Pathway Report
- (iii) Learning Support Update
- (iv) Policy Approval

Governors considered the detailed reports.

RESOLVED (a) that the updates be received with thanks.

Discussion then focussed on the proposed changes to the following policies:

Financial Regulations
 Anti-Fraud, Bribery & Corruption
 Whistleblowing
 Data Protection
 Data Retention & Erasure
 Data Protection Records Management
 Standing Orders
 Code of Conduct (Governors)
 Instrument & Articles of Government
 Charging/Student Fees

RESOLVED (b) that the proposed policy changes be agreed.

RESOLVED (c) that the Senior Post Holders HR & Remuneration Policy be reviewed by the Remuneration Committee with other college's policies being provided for benchmarking.

3484 **Governance Matters**

- (i) Cycle of Corporation/Committee Meetings 24/25
- (ii) 2 Factor Authentication for Governor Access
- (iii) External Governance Review – Response & Action Plan

Consideration was given to the proposed cycle of meetings for 24/25.

It was suggested that the November FMC take place, in addition to the September meeting, as there would need to be additional scrutiny given the budget constraints next year.

It was reported that governors would need to move to 2FA to access governance documents by end of April to comply with cyber essential requirements. Mr Chappill would advise further at the next meeting.

Governors considered the final External Governance Report, their statement to go on the website and the action plan. It was highlighted that the reviewer had approved the statement for the website.

RESOLVED (a) that the cycle of Corporation/Committee meetings 24/25 be agreed with the additional FMC meeting being included.

RESOLVED (b) that the item on 2FA for governors be deferred to the next meeting.

RESOLVED (c) that the statement for the website be agreed along with quotes from the report.

RESOLVED (d) that the Chair & Clerk liaise over the action plan, and it then be forwarded to the Search Committee for consideration.