

JOHN LEGGOTT COLLEGE

Minutes of a meeting of the Corporation
held via the Zoom platform on Wednesday 14 October 2020 at 5.30pm

PRESENT: Mr A Pascoe (Chair)
Mr J Aslam
Mr S Driver
Mr G Harle
Mr D Harness
Mrs S Hotchin
Mrs A Moore

Mr Y Nawaz
Mr P Raistrick
Mr L Riley
Miss C Stone
Mr P Townsley

IN ATTENDANCE: Mr M Dobson (Director of Operations)
Mrs J Hirst (Director of Finance & Resources)
Mrs C Holmes (Deputy Principal)
Mrs B Robinson (Director of Governance)

3177 **Apologies**

An apology for absence was received from Mr Fitzgerald.

RESOLVED that this be noted.

3178 **Declaration of Interests**

Mr Townsley reminded governors that his company provided some engineering provision on behalf of the college.

RESOLVED that this be noted.

3179 **Membership Issues**

There were none.

RESOLVED that this be noted.

3180 **Acknowledgement**

Governors expressed their congratulations to former Principal Nic Dakin on his recent knighthood.

RESOLVED that the Chair write to Mr Dakin to pass on the governors congratulations.

3181 **Minutes and Matters Arising**

RESOLVED (a) that the minutes of the last meeting held on 15/07/20 (Part A) be agreed as a true record.

RESOLVED (b) that the minutes be signed by the chairperson at a later date when it was safe for members to access the college.

There were no matters arising that were not covered elsewhere.

RESOLVED (c) that this be noted.

3182 **Revised Policies/Reports of Named Governors**

- (i) Safeguarding/Prevent Report
- (ii) Health & Safety Report
- (iii) HR & ED Strategy Update Report

Consideration was given to the reports and additional information provided:

- Safeguarding governors met virtually with Safeguarding Leads on 7 October
- positive feedback from Year 1s re transition journey from schools
- no significant increase in levels of anxiety amongst students
- biggest health and safety challenges are around keeping college community safe during pandemic – significant measures in place including risk assessment and track and tracing
- roofing works highlighted to be project managed by Arcadis
- number of requests for absences reduced amongst staff since review of Time Away from Work Policy
- number of days lost to sickness not vastly different to last year

Governor questioning/challenge:

Q – Health & Safety Committee has not met recently, is this something that should be organised soon if just to undertake an inspection of college site?

A – Yes, definitely, we will arrange that

Q – Arcadis have been appointed as Project Managers, is that part of the bidding conditions?

A – yes

Q – There appeared to be a large amount of staff absent due to stress related issues?

A – It was not a high number of staff. The majority of the days lost related to two staff members.

Q – How do we deliver our duty of care?

A – We have a number of support routes for staff members including confidential counselling and access to the Employee Assisted Programme?

Q – So you are confident that we carry out our duty of care?

A – Absolutely.

Q – With the decision not to use short term supply cover mean that the overall supply cost will reduce?

A – That cannot be guaranteed as we have a couple of long term sicknesses requiring supply cover.

RESOLVED that these reports and updates be received.

3183 **Governance Matters**

- (i) Committee Structure
- (ii) Glossary of Terms
- (iii) People & Organisation Structure

Consideration was given to the recommendation of Search Committee to add additional members to the Search and FMC Committees to aid succession planning and further improve attendance figures.

RESOLVED (a) that Mr Pascoe join the FMC and Mr Harness the Search Committee.

RESOLVED (b) that the Glossary of Terms be received.

RESOLVED (c) that the People & Organisation Structure be received.

3184 **Any Other Urgent Business**

There was none.

RESOLVED that this be noted.