

**College of West Anglia
Minutes of
The Corporation Board Meeting
30 March 2022
8.30 am
Room F101, Wisbech Campus**

Present	Sharon Cambridge	Governor (Chair)
	Chris Ashman	Governor
	Dave Clark	Governor
	Mckenzie-Graye Evans	Governor
	Sam Fletcher	Governor
	Ray Harding	Governor
	Scott Leadley	Governor
	Sally Mitton	Governor
	David Pomfret	Governor (Principal)
	Gill Rejzl	Governor
	Gary Webb	Governor
	Hein van den Wildenberg	Governor
Donna Woodruff	Governor	
Attending	Paul Harrison	Vice Principal Corporate Services
	Ruth Harrison	Vice Principal Curriculum & Quality
	Paul O'Shea	Assistant Principal Student Services
	Rob Petto	Assistant Principal Funding & Performance
	Stephen Halls	Clerk to the Corporation

The Chair welcomed everybody to the meeting, particularly Mckenzie-Graye Evans, Student Governor, attending his first in-person meeting, rather than remotely. The Chair welcomed everybody to the Wisbech Campus, which those recently recruited to the Board would not have visited before and reminded everyone that a tour of the campus with Adam Thompsett, Head of Property Services, had been arranged following the meeting.

1 Apologies

Apologies for absence had been received from Rachel Lewis, Alan Measures, Carolyn Rand, Roderick Watkins and Lee Smith.

2 Declarations of Interests

Declarations of interest were recorded for Gill Rejzl (Item 5.i) and Sally Mitton (Item 5.ii).

3 Minutes of the previous meeting – 8 December 2021

The Minutes of the meeting held on 8 December 2021 were reviewed and agreed as being an accurate record of the meeting.

4 Matters Arising

30/6/21 Item 12 Budget 2021/22 – Outstanding Pay Cost Comparison: The Chair asked for an update on this item and, if progress was not possible, should this item be closed. The Vice Principal Corporate Services said that he would be bringing some data to the Board in due course and that this item should remain open. The Vice Principal considered that the data could also be useful as part of his annual Value for Money report to the Audit Committee.

8/12/21 Item 6 Committee Chairs' Briefing Items – Vet Nursing: The Chair asked for an update regarding the terminal accreditation of the vet nursing course. The Vice Principal Curriculum & Quality reported that meetings with Anglia Ruskin University (ARU) had now reduced to every third week. The RCVS had relented on its original statement that it would not uphold the previous OSCE awards (objectively structured clinical examinations) for recently completed BSc students, much to the relief of students and teaching staff alike. However, two FdSC students and the current fourth year students would be required to retake their OSCEs.

5 Governance Items

Gill Rejzl left the meeting at 8.38 am

- 1) Election of Chair - The Clerk reminded the Board that although Gill Rejzl had been elected Chair-Elect in June 2021 and had begun a period of training and handover, it was a requirement that the Board now formally elected her as Chair, to succeed Sharon Cambridge in May 2022.

It was proposed by Sam Fletcher and seconded by Dave Clark that Gill Rejzl be elected as Chair of the Board, following Sharon Cambridge's retirement in May 2022. This was agreed.

Gill Rejzl re-joined the meeting at 8.40 am

- 2) Committee Chair – Employment Policy Committee. The position of Chair of the Employment Policy Committee would become vacant when Sharon Cambridge retired from the Board in May 2022. The Clerk reported that the Search & Governance Committee had recommended that Sally Mitton become Chair of this committee and that Sally had indicated her willingness to take on this role.

The Board approved the appointment of Sally Mitton as Chair of the Employment Policy Committee.

- 3) Governor Learning Walks – The Clerk reminded governors that Learning Walks could be arranged with Ria Steventon, Head of Learning Improvement.
- 4) Calendar and Agenda Framework 2022/23 – the Clerk advised that there had been no late changes to the draft meeting schedule for 2022/23 as supplied at Appendix 1 and that he expected to issue a final schedule in the very near future.
- 5) SharePoint – The Clerk thanked governors for their patience and understanding during the time that the SharePoint portal was out of action. The Clerk thanked governors for providing feedback during the testing stage of the new log-in procedures. The Clerk was aware of only 2 governors who had outstanding issues with gaining access to SharePoint.
- 6) Chair's Dinner – The Clerk reminded governors of the Chair's Dinner booked for Thursday 5 May 2022 in the Novus Restaurant, King's Lynn Campus.

6 Committee Chairs' Briefing Items:

- Audit Committee – The Committee Chair reported on the meeting held 16 March 2022. The Committee reviewed current risks and factors affecting internal controls. The Committee raised its concern to management regarding the Head of Finance position which continued to be vacant; for the late reporting of the monthly management accounts and also for the cashflow forecast statement which had not been produced for some time. The matter of the tower block roof repairs was discussed. The latest version of the risk register was scrutinised in detail; target risks had now been included and these would be developed further over time. The Internal Control and Risk Management procedure received its biennial review with a few changes made. The Committee reviewed an audit report on AEB funding commissioned by the CPCA which had no issues of concern. An update on the actions taken on the apprenticeship report was received and the Committee was pleased to hear that a project manager had been appointed to begin reviewing the entire apprenticeship operation; also, that a new CRM system had been purchased which would allow for further improvements. Plans were in place for an individual to begin work on reviewing the apprenticeship data held by the college to ensure all was accurate and compliant; the Committee Chair checked with the Assistant Principal Funding & Performance that the individual had now commenced, and this was confirmed. Previous outstanding audit actions were reviewed, along with contracts and also the college's publication scheme, which had been revised using the latest model from the Information Commissioner's Office. Expenses for senior management and governors along with the gifts and hospitality register were also reviewed. The Committee reviewed 2 areas of latest guidance from the ESFA: the ILR (individualised learner record) data integrity guidance and the scope of work of audit committees and internal auditors. The Committee considered the auditors' performance so far this year and considered how best to manage the audit provision in the future, noting that the current contracts for both external and internal auditors were due for renewal, although there was some risk to tender for external audit at the current time. The Committee's recommendation to the Board would be discussed later in the meeting.
- Chairs' Meeting Group – The Committee Chair reported on the meeting held on 9 February 2022, which included a follow up of the training morning held in November 2021. The group considered how governors and managers would have oversight of the college's plans for sustainability and environmental issues. This would become a focus of strategic priority for the college, with targets to be set across all areas of its activities. This would be discussed further at the strategic planning morning on 27 April 2022.
- Performance Review & Quality Committee – there were no specific issues to raise from the meeting held on 9 March 2022. The Committee Chair reported that there had been a focus on recurring themes within the various reports received, such as student behaviour, attendance, and the recruitment & retention of staffing in curriculum areas.

Ray Harding joined the meeting at 8.50 am

- Finance & General Purposes Committee - The Committee Chair reported on the meeting held on 2 March 2022. The Committee received an update on the recruitment campaign for the Head of Finance position which at the time appeared to be positive, but sadly now the position was still vacant. The Committee's thanks were given to the Finance team for covering during this interim period. A mid-year review of subcontractor activities was received, noting that most activities were on-track and that there was good progress being made in the reduction of provision to 25% per income stream. The college website received its annual review. Property matters were discussed, including an overspend on the School of Nursing Studies building; a review of the overspend on the School of Nursing Studies building would be undertaken later this financial year. Issues were raised regarding the tower block roof on the King's Lynn campus and would be discussed by the Board later in this meeting. A new property strategy would be due for next year. With regard to the Management Accounts and Medium-Term Financial Plan – the current year forecast

surplus had reduced from £355k to £69k. An IT report was reviewed which included an update on the progress of bringing the externally managed service in-house by August 2022 and the commencement of the new Head of IT Services, Raza Tahir.

- Search & Governance Committee – The Chair advised on matters discussed at the meeting held on 8 February 2022. There was a new requirement from the ESFA for an external review of governance to be carried out every 3 years; the college would begin preparing for this in 2022/23 with the view that this was carried out in 2023/24. With regard to sub-contractor partnership reporting, in order to comply with the new reforms an additional report would be presented to the Finance & General Purposes Committee to meet the requirements of quarterly reporting. The Chair thanked governors for attending Board meetings and their respective committee meetings, where overall attendance at the mid-year position stood at 87%, against the target of 80%. Governors were asked to consider any colleagues or associates whom they thought could be prospective future governors, particularly those with an accountancy/finance/audit background and to pass their details to the Clerk for follow-up.

The updates were noted.

The Chair called for a break in the meeting at 8.54 am

The meeting re-commenced at 9.00 am

7 Safeguarding Update to Governors

The Chair noted that Gill Rejzl would be taking over as the safeguarding link governor. Gill attended the Safeguarding Oversight Committee meeting held 25 January 2022 and so would be providing this update for the Board:

The Oversight Committee was working well in its meetings and so the Board should be assured regarding safeguarding matters. Partnership provision had been scrutinised and there remained some minor issues to be addressed regarding tutorial resources, particularly for the adult provision. Checks had been made on apprentices to ensure they felt safe and cared for in their workplace environments. Other feedback received suggested that students also felt happy and safe with the support from the college, although it was noted that not all were aware of or knew how to report safeguarding concerns using the college's online system. There was a need to support those with learning difficulties in understanding what was inappropriate behaviour from others and how to report it. There were no instances of anonymous concerns being raised, suggesting that all were happy to share issues openly with college staff. 5 concerns had been raised with one sub-contractor relating to mental health and Covid-19 issues – all of which had been dealt with. The Committee discussed attempted suicides and suicide awareness. The Committee also discussed the action taken by police following a referral which at times seemed to be slow.

There were no outstanding training requirements for partners or subcontractors although the college currently had 34 staff members still to complete their Prevent training.

At the end of the meeting, Paul O'Shea, Designated Safeguarding Lead, noted the retirement of Sharon Cambridge and gave his thanks on behalf of the Committee to Sharon for her support and guidance to the Committee over many years in her role as link governor for safeguarding.

The update was noted.

8 AoC Governance Summit

Gill Rejzl and Ray Harding provided a verbal report to the Board on the AoC Governance Summit they attended in February 2022, remotely, over 2 morning sessions.

The summit comprised presentations and discussions on various topics. There was a variety of speakers including David Hughes, Chief Executive, AoC. Those attending noted the many issues and concerns raised, including:

- Current items for the Board's consideration, including skills, levelling-up funding, lifelong learning;
- High expectations for Post-16 teaching, taking into account: technical courses, employment focused, the likely changes to HE provision and social mobility;
- Where colleges should focus their time, eg. Community and Employers;
- Should a college focus on high-value outcomes or support those lower achieving students;
- Increasing inequalities, worsened by the Coronavirus pandemic;
- Climate change and sustainability;
- Frequent changes in government policy which appeared to be chaotic;
- Reform of funding agreements;
- Colleges did not operate on a level playing field, especially with sixth form colleges;
- Collaboration or competition with other local and/or regional colleges;
- How a board should operate – forward looking and externally (rather than inward looking);
- 3 codes of governance were in existence for colleges to choose from;
- Preparations for external governance review;
- The future recruitment of suitably qualified governors.

The Principal said that governors would be able to discuss the themes and topics listed above at the Strategic Planning Morning on 27 April 2022, at which Kirsti Lord, Deputy Chief Executive of the AoC would be presenting to the Board. From the feedback from the summit, the Principal considered that CWA was an inclusive college and enabled all learners to develop to the best of their abilities, regardless of their respective starting points, and that it was for the boards of individual colleges to determine the high-value outcomes it required.

The Clerk would post the slides from the summit onto the SharePoint portal in due course.

ACTION-CLERK

The briefing was noted.

9 Principal's Strategy Report

- i. Vice Principal Curriculum & Quality – The Principal thanked those who had been involved in the recent recruitment interviews and advised that Kerry Heathcote had been appointed to the post of Vice Principal Curriculum & Quality and would commence on 13 June 2022. Kerry's experience was detailed in the report and the Principal confirmed that she was a strong candidate during the interview process, a view shared by the recruitment consultants FE Associates. Ruth Harrison, the current Vice Principal would remain in post on an interim basis working 3 days per week to support the college and to provide a handover period for Kerry Heathcote.

The Board ratified the appointment of Kerry Heathcote as Vice Principal Curriculum & Quality.

- ii. School of Nursing Studies – the new centre was achieving much publicity locally and was raising the profile of the college across the region. The Chair advised that a tour of the facility would be arranged for governors during the autumn term. The Queen Elizabeth

Hospital had recently continued its support for the School of Nursing Studies with the supply of additional equipment to further enhance the facility.

- iii. Carbon Net Zero Centre Update – Work continued to develop this project, to be funded from the Levelling Up-Fund, (managed by Fenland District Council) and a further grant from the Cambridgeshire & Peterborough Combined Authority (CPCA). The project had grown in size during its development.

Governors commented positively on the success of the School of Nursing Studies and the progress made with the Carbon Net Zero Centre, both of which would support the local community. Governors noted that it was important for the college to be ahead of the pack when developing these and other similar projects. The Chair thanked the Principal for his work on these 2 projects.

Alan Measures, *in absentia*, asked how flood risk was being managed during the planning for these and other new projects, both with regard to the practical management of the risk and also in terms of insurance cover and how the lifespan of a building was considered as the flood risk may change over time. The Vice Principal Corporate Services advised that this had been investigated by external partners and the college had received assurance that the developments were covered for flood risk. The Wisbech Campus had been categorised as a Level 1 flood risk area (low). For King's Lynn, although this had been categorised at a higher risk of Level 3, the town centre area of King's Lynn, including the college campus, was considered to be protected from flood. The Vice Principal added that for all new developments it was a legal requirement for flood risk to be assessed as part of the planning application. Regarding the lifespan of buildings, these were depreciated over 75 years, although for modern buildings, particularly with change of use, these buildings could be in existence for a much longer period.

Governors noted from the final section of the Principal's report that recruitment remained a major concern for the college. The Principal advised that it was now necessary to rethink the approaches to tackling this issue. Open days for staff recruitment were being arranged and a 'refer a friend' initiative had been launched. Governors discussed the need to perhaps offer increased salaries for those staff who chose not to join the pension scheme (as this was favoured by many younger people). The Chair advised that the college had regularly reviewed the benefits offered to employees, including the generous annual leave entitlement.

The report was noted.

10 Strategic Targets 2021/22 – Progress Review

Governors noted that student attendance was a concern and asked if this was worsening and the action being taken to improve this. The Vice Principal Curriculum & Quality explained that student engagement was key to tackling the attendance issue, detailing that the gap for attendance between students' main subject and English & Maths had widened more recently to 14%, partly due to Covid effects and also to staffing issues. Governors asked if Covid remained an issue affecting student attendance. The Vice Principal explained that Covid remained a reason for absence and that this was being recorded and monitored. Governors asked if there was a threshold from the regulator(s) on student attendance; the Vice Principal considered that attendance below 90% would be classed as a concern. Governors noted the importance of emphasising the need for good attendance to students which would help in the successful completion of their studies.

Governors asked about student attrition. The Vice Principal emphasised the need to focus on students within their first 6 weeks of study and to provide additional support where necessary. Further, it was important for the college to make contact with students who withdraw to understand their reasons and to take appropriate action. The Assistant

Principal Student Services added that for 2021/22 that the college had retained more students in the first 6 weeks of study than in previous years, however, it had lost more students during the January-March period than in previous years. The behaviour of students had been a highlighted concern, this being reported within schools as well. Staff training in behaviour was being arranged for August 2022.

Governors asked what was being done, if anything, to support those students who left the college before completing their course. The Assistant Principal explained that the care for students had improved, particularly for those at risk of withdrawing with the support coming from student mentors to ensure students were not set adrift. Structures and processes were in place, but the challenge was considered to be increasing at the current time.

Governors suggested that in future reporting, for inclusivity and safeguarding issues, it may be appropriate to report where the students go to after leaving the college early.

ACTION-APSS

Governors commented on the AEB performance where the forecast had been reduced and the plans to reduce the college's reliance on sub-contract partnerships. The Principal explained that the ESFA had still not published clear guidance on the expectation for reducing sub-contract partnership provision. The college was planning its continued reduction in this area.

The report was noted.

11 Student Governor Report

The Student Governor noted his thanks to Clare Pelling, Learning Experience Manager for her help in the completion of this report.

Governors noted the comments in the report on student behaviour, particularly within the Learning Resource Centre. The Vice Principal Curriculum & Quality said that she did not want the low-level disruption from a particular group of students to escalate and would be encouraging staff to interact with these students, noting that within a recent deep-dive within the English & Maths department there had been a prior perception of poor behaviour beforehand whereas in fact the deep-dive found no concerns relating to behaviour.

Governors asked about one-to-ones with students which the report noted had reduced since the move to online learning for some teaching sessions. The Student Governor considered that one-to-ones encouraged engagement. The Vice Principal reported on the launch of the 'My-Tutor' software which provided additional online teaching sessions for students, funded from the Catch-Up funding grant. The Vice Principal added that the Arts department provided good one-to-one sessions for its students.

The report was noted.

12 Current Performance Data and KPIs 2021/22

The Vice Principal Curriculum & Quality reported that engagement was currently a hot topic within the teaching areas and teachers were considering how best to invest in students, noting that the support offered by course directors was key. The Vice Principal highlighted that 'badges', (physical & digital) were being awarded for commending good attendance and behaviour to encourage students in their studies, noting that these could be adapted for use within each curriculum area. Governors asked if the 'badges' might be considered patronising by the students and that the individual and their age should be considered when making the awards; the Vice Principal noted that the awards would be at the judgement of the course director. Governors noted that the 'praise' section within the student portal could

make better use of reporting and highlighting good performance to both the student and their parents.

The Vice Principal noted the 'At Risk' dashboard detailed in the report and her concerns that some students were at risk of not achieving at college what they came to do. The dashboard would focus attention and the need to support those students. Governors asked for clarification on what the category 'Not Set' related to; the Vice Principal explained that no meaningful targets had been set, as yet, for these students.

Governors asked about the apprenticeship provision where various reasons had been listed in the report to explain the current overdue performance. The Vice Principal explained that the issues were being managed within the college, adding that the awarding organisations were still themselves recovering from the effects of the Covid pandemic and still had their own delays. For CWA, there were delays within carpentry and brickwork.

The report was noted.

*The Chair called for a break in the meeting at 10.32 am
The meeting re-commenced at 10.37 am*

13 Management Accounts – January 2022

The Vice Principal Corporate Services highlighted to governors a number of forecast changes to the budget as listed in section 4.3 of the report, reducing the budget from an expected surplus of £355k to £74k. The Vice Principal noted his concern for increasing energy costs for the college but assured governors that for now, both the cash position and the overall financial health rating for the college remained at 'Good.'

Governors asked about the increasing energy costs. The Vice Principal explained that for its current utility contract unit costs would remain unchanged for the remainder of the current year, noting though however that actual consumption was higher than expected due to the continued running of air handling equipment and an increased use of heating. The Energy & Environment Officer was currently looking at future energy costs which would be reflected in the medium-term financial plan once these had been confirmed. The Principal added that the college had received a grant of £20k to be spent on a review of energy usage.

Governors commented on the need to carefully consider both energy costs and pay costs when reviewing the medium-term financial plan in light of the current inflationary period.

Governors reviewed the contribution analysis at section 7 of the report and asked in which section hospitality, along with its commercial income, was included. The Vice Principal would investigate and report back on this area.

ACTION-VPCS

Governors asked about the cash being held by the college and how this was being invested. The Vice Principal explained that much of the cash was being held on deposit with the bank, although was earning very little income due to the low level of interest rates.

The report noted that partnership payments and the costs for End Point Assessments were both currently underspent at the current time; governors asked if these would be caught up before the end of the year. The Vice Principal advised that much of the backlog related to the electrical section within the Technology faculty and it was considered that this would improve before the year end.

Governors noted that the report did not mention the expected costs of repair to the King's Lynn campus tower block roof. The Vice Principal explained that these would be covered

within the capital budget for the following year, and therefore had not been included in the current year's revenue accounts (management accounts).

Governors commented on the forecast reduction in income of £168k for Catch-Up Funding. As discussed earlier in the meeting, this was being used to fund the 'My-Tutor' software programme; governors asked if this software was a compromise to providing additional face-to-face tuition for students. The Vice Principal Curriculum & Quality accepted that the staffing capacity was limited and therefore it was difficult to offer increased direct support for students at the current time. The Vice Principal explained that the software was considered to be a good resource and a good concept for providing additional support for students. At the current time, over 100 students had subscribed to the software which had been positively promoted by the English & Maths department. The quality of the product was considered to be very good and enjoyable for those using it. The Assistant Principal Funding & Performance added that positive feedback had been received with 172 hours of study being recorded in the first phase; some engagement had reduced although additional students had joined for the second phase.

The Chair asked for an update on the recruitment to the post of Head of Finance. The Vice Principal Corporate Services reported that 2 campaigns had now been run for this post, both of which had been unsuccessful. In the most recent campaign, the position had been offered but the individual then received an increased pay award from their existing employer resulting in them declining the offer made by the college. The college was now advertising again for the permanent post and would be looking to appoint a temporary Head of Finance for the interim period. The Vice Principal recognised the continued pressure for the college's management accountant and the finance team. Governors commented positively on the need to recruit a temporary Head of Finance to support the finance function.

The report was noted.

14 Review of the Risk Register

The Vice Principal Corporate Services referred to Appendix 4 of the report detailing the proposed target risk scores, reflecting the acceptable risk for the college in achieving its strategic objectives. The Vice Principal explained that this would enhance and help in the further development of the risk register. Governors noted that further work would be required in this area, along with need for a further risk workshop at some stage. Governors asked the Vice Principal to review the following items in the next report:

- i. Failure to maintain high quality offer in teaching and learning – the current target score was 6 – this was considered to be too high;
- ii. Inadequate security practices may lead to failure of the network – the current target score of 4 was considered to be too low.

The Vice Principal advised that he would continue to review and update the risk register as required, noting that those targets relating to safeguarding required some additional attention.

ACTION-VPCS

The report was noted.

15 Auditors – Performance Review & Appointment

This item was deemed 'Confidential.'

16 Property Report – Tower Block Roof

This item was deemed ‘Confidential.’

17 Charters

The Assistant Principal Student Services reported that the proposed changes to the 3 charters under review, Student Charter, Employer Charter and Mental Health & Wellbeing Charter, had been reviewed by managers, staff and students.

The Chair asked if there was any benefit to gain by specifying a defined attendance percentage for students in the Student Charter to encourage attendance at lessons. After some discussion it was agreed that the word ‘regularly’ would be removed from this particular paragraph, asking that students: “participate fully in your learning, attend lessons punctually, and work hard to achieve your best.” **ACTION-APSS**

Governors asked if safeguarding was addressed sufficiently within the charters. The Assistant Principal advised that this was addressed in more detail within the student behaviour code, which was made available to all students.

Governors asked if compliance checks against the charters were carried out. The Assistant Principal advised that checks were not carried out, although the charters were displayed across the campuses to encourage support and adherence from students and staff.

The Board approved the charters for 2022/23, subject to the change to the student charter noted above.

18 Sharon Cambridge

The Clerk noted that although the Chair, Sharon Cambridge, would remain in post until 5 May 2022, and would retire from the Board following the Chair’s Dinner that evening, this meeting would be the last formal business meeting with Sharon as Chair of the Corporation. It had been agreed in advance of this meeting that the Board and the Senior Management Team would officially offer their thanks to Sharon Cambridge for her 20 years of service to the Board, and her 10 years’ service as Chair of the Corporation.

Sam Fletcher, Vice Chair of the Corporation, spoke on behalf of the Board noting how Sharon had a clear vision of governance and how this was conveyed to new members when they joined the Board. Sharon’s long term succession planning allowed the Board and its members to develop and ensured that it had the capacity to operate even when key members were retiring. The Vice Chair spoke of the time commitment and dedication Sharon had for her role as Chair. Despite a number of challenges over recent years, Sharon’s approach had been strong but always with good humour. The Vice Chair noted that during periods of external scrutiny there had never been a question raised by the inspectors or regulators on the abilities or capabilities of the Board or its Chair.

David Pomfret, Principal, spoke on behalf of the Senior Management Team. Sharon had enjoyed the many successes of the college during her time as Chair, and had greatly supported senior managers and the Board during periods of challenge, where Sharon’s upbeat approach had been greatly appreciated. Sharon’s time commitment was again noted, with the Principal reflecting on the fortnightly meetings between the Chair and Principal to discuss current business and share concerns. The Principal outlined the many changes to the college during Sharon’s period of service, particularly those relating to the campuses, its buildings and facilities.

Sharon Cambridge, Chair, responded to the words from the Vice Chair and Principal. Sharon outlined her reasons for joining the Board in 2002, noting the various points of contact she and her family had had with the college beforehand. Sharon commented how much she had enjoyed seeing the college grow and develop, and the pleasure from seeing the successes of the students at awards evenings and graduation events. Sharon said she had enjoyed her time working alongside the Principal in leading the college forward and supporting it during challenging times. Sharon thanked the Clerk for his support to her as Chair. Sharon gave her best wishes to Gill Rejzl, taking over as Chair in May 2022. Sharon ended by saying how much she would miss working with the college and offered her thanks to all.

19 Any Other Business

- i. A number of governors expressed their own thanks to Sharon Cambridge, marking her retirement from the Board.
- ii. Scott Leadley, Staff Governor, noted that the period for the receipt of donations for the Race for Life charity event would close on 31 March 2022.

20 Date and time of next meeting

Wednesday, 6 July 2022 at 9.00 am.

The meeting closed at 11.28 am