

RICHARD HUISH COLLEGE GOVERNING BODY MEETING

Monday 3rd July 2023 at 5.30pm
In the Redwood Suite, Richard Huish College

MINUTES

Present: College Governing Body Members:

Barbara Barratt (Chair) – BB
Dave Tomaney (Vice Chair) - DT
Anna Gabriel - AG
Ian Brown – IB

In attendance:

Richard Hatcher - RH
David Snell - DS
Johanna Marks – JM
Dan Maycock – DM (Trust Director)
Helen Wells – HW (Trust Governance Specialist)
Paul Lonsdale – PL (Chief Finance Officer)
Bill Watkin, CEO Sixth Form Colleges Association – BW (*present for agenda item 2.1*)

Senior Leadership Team:

Emma Fielding – Principal
Becky Flower – Vice Principal: Student Support
Laurie Morgan – Director of Quality

Clerk:

Hannah Clunie

Apologies: Lucy Halley, Nic Blunsum, Gemma Lyons, Jasmine Fowler

Items marked with * had a paper previously circulated.
Item marked with + was a verbal update or presentation.

SECTION 1 – ROUTINE AND STANDING ITEMS

1.1 Welcome and apologies

The Chair welcomed everyone to the meeting. Apologies from Lucy Halley, Nic Blunsum, Gemma Lyons and Jasmine Fowler. The Chair thanked DT for chairing at the previous meeting. Welcome to Dan Maycock, a representative from the Trust.

1.2 Declarations of interest – Business and Pecuniary

There were no declarations of interest made in connection to items on the agenda.

1.3 Minutes of previous College Governing Body meeting *Monday 15th May 2023

The minutes were approved as a true and accurate record.

1.4 *Matters arising

Governors were informed the College does not need its own Risk Policy as it is a Trust-wide policy which does not need approval at CGB level.

The Principal and Chair of Governors are meeting on Monday 10th July to set 2023-24 College Governing Body dates and will inform governors in due course, aiming for meetings to be scheduled around the Trust calendar.

SECTION 2 – STRATEGIC DEVELOPMENT OVERVIEW

2.1 SFCA Update – CEO Bill Watkin – *Joining via Teams*

The Chair welcomed Bill Watkin to the meeting who introduced himself to the governors.

Bill had prepared a presentation for the College Governing Body which included an overview of;

- Funding – 2024/25 last financial spending review period and a general election, the Sixth Form Colleges Association think this could be a potential opportunity for change within the sector.
- Industrial action – NEU dispute remains in place until October 2023, NASUWT reached the threshold and intend to take strike action in September 2023. Overview of the National Pay Framework with a view to introducing a revised pay spine.
- Level 3 review – ‘Protect Student Choice’ campaign supported by the Sixth Form Colleges Association. 74 out of 134 courses have already been removed with the remaining not likely to be approved. Government is heavily focused on T Levels but uptake has not been as expected despite the expectation of high demands.
- Assessment and grading Summer 2023
- Teacher recruitment/retention/role – The potential impact ‘Maths until 18’ could have on teacher recruitment and retention, yet to see how the Government would incorporate into the current curriculum. Governors were shown a table of teacher recruitment and retention and the additional roles teachers are supporting aside from teaching. This includes; offering increased emotional support since the start of the Covid-19 pandemic, helping students with non-academic/personal matters and pupil behaviour taking up significant time throughout the working day.
- ONS reclassification – Expected that results will return to pre-pandemic levels.
- Accountability agreements
- Academisation.

The Chair commented that developments could be perceived as demoralising but with the College being an outstanding Sixth Form, it is reassuring that we are doing all we can to support these upcoming challenges for both staff and students.

Q: What would the increase in funding represent and how much would the Government need to contribute?

A: It would make a significant difference and positive impact for the College, the Government would likely need to contribute a substantial amount to support this.

Bill Watkin praised the College for their outstanding Ofsted rating and everything they continue to do to support the education and wellbeing of their students and staff.

The Chair thanked Bill for attending the meeting.

Bill Watkin left the meeting at 6.20pm

2.2 Principal's update+

- Industrial action - further dates scheduled on 5th and 7th July, Head teacher unions are also currently balloting for industrial action. The Principal would keep governors updated with any further developments.
- Management Information Systems (MIS) – The Principal stated that MIS is in a much better position. New staff have been employed with expert consultants supporting on an interim basis.

The Principal showed governors an example of the new dashboard which would enable governors to analyse data. Governors would be able to filter the data by characteristics such

as gender/Huish+. The Principal would arrange for the MIS Trust Manager to attend a meeting next year to show and explain this to governors in more detail.

- Progress monitoring – ALPs Connect would be used going forwards with progress reported at each monitoring point. Governors were shown an example and advised there would be more clarity/focus around data collection so that reports can be as accurate as possible. Visual picture for governors to see how subjects are performing.

Q: Will we be able to look at ALPs to compare with Huish+ and other characteristics?

A: Yes, we can have characteristics to make comparisons.

The ALPs package includes training for governors which would be shared in due course.

A governor questioned whether interventions would be in place from the results if there were specific individuals or subjects which required further support. The Principal stated that interventions would be in place and governors could question this alongside the data to see what the College are implementing.

- The Principal and senior staff members recently attended Hereford Sixth Form College to discuss implications of potential curriculum changes.
- Summer results – important to wait for value added results as raw summer results are anticipated to be lower.

Governors noted that National results would be available for the September meeting.

2.3 Strategic Plan update+

An end of year 1 review of the Strategic Development Plan has been completed by the senior team and would be shared with governors. This would include RAG rated subjects which would be helpful to identify where progress has been made and areas to focus on.

2.4 Safeguarding update*

Governors noted the report.

IB discussed the Huish-wide approach to safeguarding. All schools were following the same structure on conducting and reporting. Governor monitoring form ensured all aspects were being routinely checked and what lead governors should be looking out for. An additional mental health support lead has been appointed for 2 days. A governor commented that it's great the College have supported this for an additional 2 days.

Director of Student Services and Designated Safeguarding Lead (DSL) has put together an action plan which will be circulated from the autumn term.

Staff wellbeing lead continues to be a great support with staff wellbeing noting the difference in support for teaching and support staff. Its important governors continue to be aware of the impact on wellbeing for staff, including providing the necessary support for the safeguarding team, such as providing external supervision.

The Chair informed governors of new governor induction training provided by Helen Wells.

SECTION 3 – ACADEMIC REPORTS

3.1 Headline data*

Governors noted reports.

Q: Is low attendance a re-occurrence from the same students or random across the board?

A: There are now significantly less students below the 60% mark which is positive. Some students are struggling around the 80% mark and staff are doing all they can to manage this. Staff are hopeful with the new dashboard that assumptions could be challenged and used to interpret the information to feed back to students to discuss the impact non-attendance has on their education. 'Learned

behaviours' is something the College are looking into, specifically attendance dipping 1-2 months into joining the College which has also been recognised at other Sixth Form Colleges.

Q: Do you gather any data on why pupils don't attend?

A: We keep a record of authorised/non authorised absences. The pastoral team have more of an understanding why students may not attend. Parents are notified when students aren't attending.

Governors questioned if they could be shown the actions the College are taking to combat this.

A governor commented on the attendance of disadvantaged students and if the College had considered what could be done for students who were 'giving up'. The Vice Principal noted that sometimes this isn't always negative and students have left to pursue something more positive or they have completed the required units well. The College are looking into this and have been speaking with students to discuss progression and how they feel about their course, this continues to be a focus area for the College.

3.2 Admissions*

Governors noted report.

Governors discussed the impact of additional students and how the College would manage this, the Principal stated that a timetable change could be implemented but the biggest issue is around social/study space and factoring in the apparent demographic decline predicted for 2026-27.

The Principal suggested it would be good to look into this during the strategy afternoon in November following the enrolment numbers and with the demographic trends in mind.

Governors discussed the impact not being able to attend school has on students applying for the College and that further work needs to be done to assist with students at schools who could be struggling at the moment.

3.3 Apprenticeship update*

Governors noted paper.

The Chair wished to thank JS for the work put in to the report and evidence of very positive outcomes.

SECTION 4 – FINANCIAL MATTERS AND ESTATES

4.1 Finance update+

The Chief Finance Officer informed governors that the College had received its highest ever number of applications for Lower 6th, the October census would provide more information.

There continued to be challenges around pay for teaching staff, assumptions have been made and there is a limit to what the College can provide in terms of a percentage pay award. The College has assumed an increase in the Teacher Pension Scheme and have budgeted for this. However, this is yet to be agreed. There continued to be uncertainties across the sector but it was looking positive so far. The College had erred on the side of caution when recruiting staff in relation to conversion of applications to enrolments and possible impact of national curriculum landscape over the next few years.

The Clerk would upload the College Management Accounts to the Teams folder.

4.2 Sustainability update* - Director of IT and Facilities

Governors noted reports.

Director of IT and Facilities talked governors through some of the main points;

- Change to aluminium doors
- Bamboo lanyards

- Push taps in bathrooms
- Currently 67% LED lighting to increase to 81% following planned work over the summer
- Working alongside the catering company to manage single use plastics ban from 2023

The College were waiting on the Carbon Report for this year to make comparisons with the previous year.

Q: Would it be beneficial for a governor to become a sustainability lead for the College to support with this?

A: Potentially, if a governor has any expertise or interest in an additional role to support this. It would support staff who already have an increasing work load. Some things can't be put into place due to the lack of budget/lag funding. The College have looked into Carbon literacy for students to study but don't have the capacity to dedicate a member of staff to this at the moment.

Governors discussed the affordability and structure of implementing this. Students are conscious and want to contribute to this and the College are keen to educate students on living sustainably.

Q: Is there a reason that we don't have much solar power?

A: Carbon reduction strategy does include a view to invest in solar power across the Trust.

A governor commented on a company that installs solar panels and suggested "schools energy co-op, energy for all", and could be something worth looking into.

The Chair thanked Director of IT and Facilities and Chief Finance Officer (CFO) for their contributions.

SECTION 5 – GOVERNANCE

5.1 Governance update+

The Clerk advised governors that on Monday 3rd July two governor resignations had been received. The new community governors were going through checks or had almost completed mandatory checks. A new staff governor would need to be appointed but the College Governing Body is in a good position.

5.2 QIP Update*

The Chair commented that the College Governing Body has made good progress.

The Chair thanked governors for completing the reflection form and for the useful and constructive comments which would be discussed with the Principal and Clerk to see how further progress could be made.

SECTION 6 – OTHER MATTERS

6.1 Any other business

The College Governing Body congratulated the Principal on recently getting married. The Chair thanked governors for all their support and wished everyone a lovely summer and would look forward to getting back together in September.

Meeting end 19.38pm