REASEHEATH COLLEGE BOARD
BOARD MEETING
Minutes of the meeting held on 18 July 2025 at 9.30am
Farm Information Centre (FIC8), Reaseheath College

Present	Ashley Austin (independent) *(items 1 to 4 inclusive)* Claire Blanchard (independent) Jan Chillery (independent) Marcus Clinton (principal) Jane Cowell (independent) (Chair) Jared Erskine (independent) Phil Gibbon (staff) Mike Gorton (independent) Peter Green (independent) Elizabeth Harrison (independent) Sean Houlston (independent) Angela Potter (independent) Paul Weston (independent)
Attending	Graeme Lavery (vice principal, finance and resources) Paul Spearritt (vice principal, curriculum and quality) Vanessa Rhodes (executive director of people and culture) Sharon Yates (assistant principal, business hub and apprenticeships) Iain Clarke (assistant principal, landbased and sustainability) Jackie Schillinger (head of governance)

PART A

item	Content
1.1	Apologies were received and accepted from members Gary Crowe, Eunice Simmons, Summer Lakin, Ben Galloway and Fran Cooper. Associate, co-opted committee members and managers attendance being optional, formal apologies were not required. The meeting was quorate and remained quorate throughout.
1.2	Declaration of interest forms were circulated for members to update their declarations. There were no declarations made in relation to the current meeting agenda items.
1.3	RESOLVED: The minutes of the meetings held on 28 March 2025, and 3 June 2025 were confirmed as a correct record.
1.4	Matters arising: • 28 March action log review: The curriculum skills and stakeholder committee had covered the action on understanding the impact of the devolution agenda. • 28 March action log review: New lead governor for health and safety to pick up the check of the college dashboard on the statutory items and that the process is happening. • 3 June action log review: All involved in learning walks in future encouraged to provide a short note on what they have seen in relation to the 5 PEDS. • 3 June meeting matters arising: An update was requested on how the college was approaching the giving of student feedback following the examples of practice at Salford

	City College of using technology, such as bodycams for practical session feedback. Several members had discussed this with staff on link visits and thought that in some areas of the college this would work well, for example for Equine practical sessions. The vice principal curriculum and quality confirmed that the college used a range of feedback methods, but that the initial focus of quality improvement work since Ofsted was on the quality of written feedback. Members requested that the college digital strategy group take as an action and report back on the college approach to using technology in feedback to students.
Corporation Core Function Accountabilities	
2.	**Determining and developing college educational character – vision mission and values**
2.1	Safeguarding, Prevent and Wellbeing Report including Ofsted Care Standards Monitoring Visit: The vice principal curriculum and quality and designated safeguarding lead provided a safeguarding awareness and prevent update session for governors. This slide presentation supplemented his detailed report, provided in the meeting papers. He confirmed that the annual safeguarding and prevent update training would also be provided as usual in the autumn term following the publication of the annual statutory guidance Keeping Children Safe in Education. The key points arising from the presentation and report were: • Main factors the college has seen over the year have reflected those reported by local schools - these include home life, family issues, anxiety and drug and vape use. The college is responding with additional targeted student sessions on these areas. • Transfer to safeguarding reporting system CPOMs now embedded and further working with staff on responding to disclosures, recording of the information and timeliness. A refresher on responding to concerns and what to report was provided to governors as part of the presentation. • Professional conduct a renewed focus in the September staff development day. • One referral was made in relation to Prevent in 2024-25 academic year. This was sent to triage but was not taken further forwards in the Prevent system. • Controls in place to manage the risk in this area confirmed as DSL/Prevent Lead, prevent risk register, college security policy/guest speaker procedure, high quality filtering and monitoring tools, good networks/links with key stakeholders, governor oversight, ongoing training and staff development, and the education of students • Current cheshire counter terrorism profile was considered, which highlighted the themes of extreme right wing and mixed unstable, unclear ideologies, include lots of complex needs/poor mental health, 15 yrs dominant age, education services the biggest referrer, 90-95% male, enrolment to Prevent often from other offences. • Recent additions to guidance or new themes included a rise in Incel ideology and concerns with misogyny, conspiracy theories, mixed (unclear, unstable) ideology, active clubs, and a significant increase in use of the online space to radicalise. Lone wolf in this space was considered the main risk to the college and the focus of the most work with students. • Protective security work – Martyn's law, including lock down process with the new Audibant mass communication solution. Confirmation that this was now in place and taken forward with protocols and training ready on the learning management system to roll out with staff. The college now working with the local counter terrorism team on protective security and running lockdown drills.
2.2	Governors raised questions on the safeguarding and prevent presentation and report, including: • Whether the approach to incel and misogyny ideology with students focused on positive relationships and how to tell the difference between fact and what might be portrayed on

	social media. Confirmation given that this approach taken and that the student union also has significant impact via their work on promoting inclusivity and the college's PRIDE values • How to communicate plans on lockdown drills to students and staff. Confirmation of careful planning. • Training in place to support identification of students at risk of being radicalised. Confirmation that all staff completed the government prevent module one, with the senior team completing all three modules. New training from the Department for Education in development. • Whether there is sufficient leadership resource and capacity in the safeguarding and student services team. Confirmation that new resource added with the deputy residential manager role and some changes to roles added capacity, following peer work with another land-based college on effective structures. • Governors welcomed the positive Ofsted care standards monitoring visit but also focused on the need to gain assurance that all actions on the action plan were completed or would be completed by a set time. Assurance was provided that no items of concern were outstanding. This led to questioning the context of the s175 self-assessment safeguarding tool that is used by schools and colleges to assess how they are meeting key statutory duties and following guidance for safeguarding children and young people. It was noted that the self-assessment indicated both fully and partially effective actions. The designated safeguarding lead further explained how this audit with Cheshire East worked with the aim being to gain assurance on those areas that need to be fully effective and where it is acceptable to be working towards others that are partially effective. • Governors requested a summary analysis of the s175 audit in the annual safeguarding report to provide greater clarity that everything that needs to be fully effective is complete. • Governors queried how the college was managing incidents of poor student behaviour to ensure a positive learning environment. It was noted that the vast majority of students behave well. The college had done work on ensuring standards of behaviour in the classroom via the Reaseheath Way and the 5 PEDS approach to teaching and learning. However, this was always an ongoing piece of work, and the college would continue to target behaviour to ensure high standards are consistent throughout the college.
2.3	RESOLVED: Reasonable assurance was taken from the Safeguarding Prevent and Wellbeing reporting on the continued management of the college's safeguarding and prevent responsibilities and wellbeing support, with a positive care standards monitoring visit outcome, and with governors requesting the following actions: • A summary analysis of the s175 audit in the annual safeguarding report to provide greater clarity that everything that needs to be fully effective is complete. • Audit committee to receive the termly health and safety and safeguarding report for scrutiny before coming to the board so that the audit committee can consider risk assurance level from this reporting.
2.4	Health and Safety Report: The vice principal finance and resources presented the termly health and safety report. He reported that the governor task and finish group were monitoring progress on the completion of the health and safety action plan, and two governor members of the group had attended the recent college health and safety committee meeting where the action plan was reviewed. An updated action plan and a copy of the meeting action points has been provided with the report. From this it was noted that the action plan was not yet fully completed, whilst significant progress had been made. Therefore, the task and finish group would meet again in the

	autumn when it anticipated that the health and safety action plan completion would be reviewed to provide appropriate assurance to reduce the risk exposure score within tolerable position and towards optional position by the end of autumn term. The report included year to date data with previous year comparisons for unsafe act reporting, accidents, including any RIDDOR reportable accidents, actions taken and closure, as well as training undertaken, statutory compliance audits, and occupational health baseline data work that was being undertaken.
2.5	Governors raised questions on the health and safety report, including: • Reasons for the drop in near miss 'unsafe act' reporting. The reason was thought to be due to the reporting process being too bureaucratic, so this had been changed so that from 1 August this process would be much easier – it would be important to check that this simplification has had impact on unsafe act reporting next time. • The pace of completion of the action plan was challenged. In response, the leadership team considered the college in a safe place going into the 2025-26 academic year. However, there were still some actions to complete and more consistency in some areas, with acknowledgment of further work to do in obtaining third party audit assurance that everything had been fully completed. The vice principal finance and resources noted that the college insurance company was very positive about the work done and confirmed cover for next year. • Governors requested an assurance summary on property related compliance check items so that governors can clearly see how many need to be done, how may have been done and a timeline for any outstanding items.
2.6	RESOLVED: Whilst the action plan had not yet been fully completed, significant progress had been made on the health and safety action plan, with assurance from management for the start of the 2025-26 year. The board would review progress again in the autumn term as well as third-party audit reporting, with the board requesting the following actions: • The health and safety task group to seek assurance on the delivery of the action plan via reporting to it. Assurance needs to include independent audit activity at the appropriate time to provide assurance on compliance in addition to the arrangements planned already for peer support from employer partners. • The health and safety annual report to include an assurance summary on compliance items so that governors can clearly see compliance check coverage and a timeline for any outstanding compliance checks/audits needed.
3.	**Setting and Communicating the College Strategy and Goals – Strategic Plan**
3.1	Chair's Report: The Chair had provided her report, and highlighted several points to the meeting: • The board must be sighted to the regulatory environment on governance following the Weston college review when commissioning the next external review of governance in the 2025-26 academic year. • A focus for 2025-26 on improving data that the board receives from management in all areas, not just quality and standards. This would support better data benchmarking and year trend analysis, as well as supply side data to inform curriculum planning and excite strategy. Where possible would expect to see 3-year trend and benchmarked. Governors can help by being clear on the questions they want answered. • Develop the use of GovernorHub including the population of the calendar function to include college events as well as governor meetings etc, as early as possible in the year, so governors are sighted on engagement opportunities well in advance.

	• A request for governor training on how to interrogate performance data effectively from a board perspective. A governor had a contact that may be able to help, and he agreed to contact them to support.
3.2	RESOLVED: The Chair's Report was received for assurance on engagement with staff students and external policy, with areas of governance focus agreed.
3.3	Principal's Report: The principal presented his report, which included the college strategic key performance indicators and strategic risk review. The report provided an update against the 4Es strategic objectives and the college KPIs for 2024-25. Governors had reviewed the strategic reporting in advance of the meeting. The principal highlighted several points in the meeting, including: • Good news on a breakthrough for land-based skills in local and national strategy, after significant lobbying and policy work - Agrifood will feature in next local skills improvement plan (LSIP) and in the inclusive sustainable economic strategy, with the skills strategy awaited in the autumn. • The proposal to move to a non-exclusive associate college agreement with the college's university validation partner to benefit both parties in continuing to work together successfully. • Good progress made across all the four strategic Es. Some of the highlights being work on systems, increased school taster week numbers, employer engagement meetings and small conferences, the work on the Reaseheath Way and the curriculum offer and the developments to student life, Career Ready delivery and the improvements to some of the staffing related metrics. • As a result of all these developments, progress made and Department for Education (DfE) funding support the college was able to move two of the strategic risk rating scores with financial sustainability moving to green, FE student outcomes moving from red to amber albeit still a high score. • The four E focus will continue into year two of the strategic plan with the same pace, and the board confirmed the 2025-26 four E strategic objectives to continue for year two of the three-year plan. • Many KPI cannot be confirmed until the autumn and the final picture and the KPI proposed for 25/26 reported in the autumn term. • The FE quality data was beginning to move in a positive direction, but still more to do with the final picture known in the autumn but the achievement rates are expected to improve on the previous two years' data. • Extremely strong higher education national student survey (NSS) scores for 2024-25 came through on 9 July and final apprenticeship achievement rates are again expected to be above the sector average. • Additional funding was received to support the FE sector and allow the sector to match the schools cost of living 4% award and so the pay gap did not become even wider. This was mainly calculated by increases to the base rate and to the programme weighting. The college did well with a high percentage of provision in higher weighting areas such as land based, construction and engineering. Together with an improving picture in some commercial lines such as catering and the farm and an increase in the apprenticeships budget, the college is in a stronger position going into 2025-26. • Resourcing staff recruitment in the hard to recruit areas such as engineering and construction will be important. The direction of travel with funding beyond the base

	formulae is to the priority sectors in the industrial strategy which includes agri-tech, engineering and construction. Capital funding will be received over the next three years to enable estate maintenance to continue in addition to other supported projects.
3.4	Governors thanked the principal for his clear report on progress against the 4Es and strategic risks and raised several question areas, including: • The plans in place to maintain staffing stability in the hard to recruit areas. Confirmation was given of a careful approach to ensure retention as well as recruitment and a careful staff communications strategy. • Exploration of the rationale for the non-exclusive associate college agreement with the college's university partner, including consideration of options, agreed costs and student number growth requirements. Also considered were the continued use of UCR name, governance and board memberships, testing of draft documentation including non-exclusive process detail, notice periods and teach out considerations. Support was given to moving forward on this basis with assurance taken on the approach to finalising the detailed process and documentation.
3.5	Quality Improvement Plan monitoring 2024-25: The vice principal curriculum and quality provided RAG rated progress on the FE improvement plan. This report supported the strategic plan monitoring report. He noted that several elements were RAG rated amber because there were small elements of the action that had not yet been completed, but significant progress had still been made. The one substantive item that needed completion was noted as the quality assurance work on learning support in lessons, with the planned continuing professional development (CPD) for the learning support staff slightly delayed until the summer due to a restructure of the department. Governors raised several areas for assurance: • Expectation that the action on learning support staff CPD and quality assurance completed and reported back to the board in the autumn term. • Whilst retention was looking better overall and on target, there is still more work to do in some curriculum areas and the target needs to be higher again for next year, so this needs to come through in the KPI setting. • Teaching and learning not yet green as the percentage of 'meets expectation' teaching is slightly below the target set. However, confirmation that the focus of the assurance work was on areas of more concern. Performance management interventions had seen impact with a low number now in performance management. Student survey response showed a high score for variation in teaching methods and happy with teaching. Active support from the FE commissioner team to continue to drive teaching and learning improvement. • Governors asked that the vice principal look at the different figures in the reporting to ensure they fully triangulate, to avoid confusion between different parts of the report. Also to consider using arrows within the RAG rating to show if it is improving or getting worse.
3.6	RESOLVED: The principal's report was received with substantial assurance on strategic plan progress in 2024-25 and: • Confirmation of the continued strategic plan objectives for year two of the three-year plan with 2025-26 performance KPI recommended for approval in the autumn term • Approval for the Principal to enter the proposed non-exclusive associate college arrangement with the University of Chester which replaces the strategic alliance agreement previously in place, and authority to sign the finalised documentation to effect the associate college agreement.

3.7	Curriculum Skills and Stakeholders Committee Report: The committee reported: • Terms of Reference for approval • Planned business for next year to look at themed big-ticket items over the year, including devolution, HE and development of the associate college approach, moving forward with the Foundation offer, Skills strategy; Quality of the employer engagement in the curriculum and towards the end of the year a look at the impact of the work of the education partnership manager. • Considered the college well sighted and engaged in key skills policies and able to respond proactively via its business and curriculum planning process. The employer curriculum validation groups looking at the detail of the curriculum with employers had been very beneficial. • Supported curriculum intent and impact outcome of business planning, as driving the strategic plan 4Es and in line with the agreed Accountability Statement 2025-26 priorities. • Careers provision reporting provided substantial assurance on quality and impact of careers advice and guidance, with clear strategy and priorities for further improvement next year, with new Gatsby benchmarks to work towards. • Review of risk appetite and current risk position – the committee took reasonable assurance on the effective management of strategic risk arising from failure to engage with employers, partners and stakeholders resulting in a curriculum offer that does not support the strategy or fails to respond to meet local regional and national skills needs. Recognising that the college needs to take a level of risk in what is an uncertain environment with new government strategies coming through. • The committee was satisfied that it had met its terms of reference and planned cycle of business for the meeting, over the year it recognised that the uncertainty over the government industry and skills strategies had delayed the college's review of its industry engagement strategy, which would be a priority for the autumn term.
4.	**Exercising effective control to ensure that funds and assets are protected, your organisation remains solvent and legal obligations are met**
4.1	Finance and General Purposes Committee Report: The committee reported: • The Annual Budget for 2025-26 and the Financial Plan including a 4% cost of living all staff pay award (from April 2026) recommended for approval. • The FE Tuition Fees and Bursary Policy 2025-26 academic year recommended for approval. • Terms of reference for approval. • Review of the HR reporting showed an improved picture on key data, with assurance received on active management of short-term sickness absence and review of stress related absence not showing as a concern regarding work related stress or the Reaseheath Way • On student recruitment good signs of some growth going into next year on FE full time and land-based sector areas with increased funding for these areas. On HE income, there are indications of improved internal progression and first year growth as well as curriculum development in place and planned, to support growth including increased flexibility in validation partner. • Reasonable assurance reported on meeting budget targets with risk exposure reducing to moderate in the current year due to mitigation in year and the FE Commissioner Financial Benchmarks were received for information and assurance that the next meeting will review the annual financial KPIs in line with these financial benchmarks.

	• The committee supported the strategic priority of the student social learning space Lord Wooley centre project and reported partial assurance on the management of risk in this area recognising that whilst the infrastructure projects have progressed very well, action on the ring main project and a clearer articulation of the strategic masterplan are needed to gain more substantial assurance on this strategic risk area.
4.2	Management Accounts: Received for information with risk exposure reduced to moderate impact in the current year due to mitigation in year.
4.3	Part B item.
4.4	Budget 2025-26 Financial Plan and Commentary: The vice principal finance and resources presented the budget for 2025-26 including budget assumptions and sensitivity. The projected position had improved due to government funding increases on the 16-19 student base rate and programme weighting due to land-based provision. An increase in retention positively impacts funding for next year. In addition, growth in the budget due to increased work on school partnerships, with an impact on the 16-19 pipeline numbers. The board thanked the finance and general purposes committee for its scrutiny of the draft budget. It had considered the budget paper and the committee's challenge. Several further points of understanding were checked: • Capital spend in the budget for next year with the budget showing a mix of grant funding and match funding (college funds). • Commercial income includes use of the campus over the summer with summer schools. There would be more scope to grow campus based commercial income, though it would be important to remain focused on core business. • The funding environment has moved to a focus on 16-19 students rather than adult skills, higher education or apprenticeships.
4.5	RESOLVED: The Annual Budget 2025-26 Financial Plan was approved including the 4% cost-of-living staff pay award provision, subject to performance and the College Financial Forecasting Return (CFFR) was approved for submission to the Department for Education.
4.6	Audit Committee Report: The committee reported: • The external audit strategy memorandum for year end 31 July 2025 recommended for approval • The regularity self-assessment questionnaire recommended for approval and signing by the principal and the chair • The risk management annual report and risk management policy 2025-26 recommended for approval. • The audit tender process was completed, and the committee recommends the appointment of RSM as the college's internal auditors and Forvis Mazars LLP as the college's external auditors for the academic year periods 1 August 2025 – 31 July 2030, with annual re-appointment based on satisfactory performance. • The committee will make a recommendation on the internal audit plan via written resolution once this has been considered. • Terms of Reference for approval • The board to consider how it wishes to gain assurance on safeguarding and health and safety risk as these reports are made directly to the board. • Positive assurance on regularity with no irregularities reported in the period. • Completed internal audit plan this year. • The student records compliance testing – apprenticeships audit was a helpful and challenging audit alerting the college to the need for more rigour on checking apprentice

	and employer recording of their evidence of 'off the job' activity, which will be revisited in the annual follow up audit. • The health and safety task group to seek assurance on the delivery of the action plan via reporting to it in the autumn term. Assurance needs to include independent audit activity at the appropriate time to provide assurance on compliance in addition to the arrangements planned already for peer support from employer partners. • The internal audit follow up report noted reasonable progress, and the committee would monitor the satisfactory completion of the outstanding four actions ongoing. • The committee requested a target date be added for strategic risks outside risk appetite tolerance in future and that the risk categories be reviewed against the Orange Book. • An assurance mapping report be made to the committee on the responsibilities of the Board under the Managing Public Money best practice guidance against current practice to provide assurance and address any gaps.

4.7	Risk Management Annual Report and Policy: In line with its responsibilities under the risk management policy the board reviewed the year's performance to examine the college's track record on risk management and internal control, considered the internal and external risk profile of the coming year and if current internal control arrangements are likely to be effective and confirmed the College's appetite for risk. In summary, the discussion confirmed the following:
	• Strategic risk movement in 2024-25 saw the following movements, with other risk areas remaining unchanged:
	  o SR3 FE Quality and Student Outcomes positive movement from red risk (22) to amber risk (18), awaiting review in the autumn term in line with the college self-assessment report, and Ofsted progress monitoring visit.
	  o SR1 Financial targets and budgets was raised in November 24 from amber (13) to amber (17) due to the likelihood identified of not meeting budget at year end. It remains at 17, with mitigation in year meaning an impact of 'moderate' at year end (expected at approx. 250k adverse).
	  o SR2 Financial Sustainability positive movement from amber risk (13) to green risk (9) due to funding environment and management mitigation action outcomes feeding into draft budget for 2025-26 (approx. 750k surplus)
	• Consideration of the RSM Emerging Risk Radar (not sector specific) as well as the RSM thematic review of high priority actions (sector specific) confirmed that internal control arrangements are likely to be effective in the context of internal audit/external audit planning and management actions.
	• Consideration of the College's appetite for risk and agreed appetite set out in the risk management policy.

4.8	RESOLVED: The Risk Management Annual Report and Risk Appetite Statement for 2025-26 was approved.
5.	**Holding executive leaders to account for educational performance and quality and the performance of staff**
5.1	Quality and Standards Committee Report: The committee reported: • Terms of Reference recommended for approval • The committee was satisfied that the executive team has a system that gives an accurate picture of teaching and learning quality to drive improvement and has picked up the themes from learning walks and lesson observations that require more pace and focus, with

	interventions in place via the targeted CPD Deliver – Support – Check approach to drive these aspects of the quality improvement plan. • Positive shifts can be seen from re-observations. Performance data indicates improvement, including retention with significant improvement in first year retention. • Learning walk, student and staff forum governor activity informed the meeting discussion and triangulated with other reporting to the committee. • Feedback from this activity supported an accurate understanding of the pace of change and supported simple clear messaging to staff in the next phase of consolidating the new quality assurance and improvement system. • Teaching and learning improvement actions - more pace was needed in relation to the specific lesson observation work on the quality of learning support in lessons, which needed to be fully implemented as soon as possible. Governors had questioned this under the earlier agenda item (3.5 above) and were assured that this action would be in place by September. • Good impact of the performance committee - swift action taking more pace.
5.2	RESOLVED: Reasonable assurance is taken from the reporting on the early positive impact of interventions taken evidencing good progress on the FE quality improvement plan in several of the self-assessed ‘requires improvement’ (RI) areas and whilst there is still work to do, the direction of travel is positive and achievement this year should improve overall. Apprenticeship provision remains strong.
5.3	Higher Education Committee Report: The committee reported: • Terms of reference for approval • The committee supported the student engagement approach outlined in the Student Engagement Plan and looked forward to receiving the final version following student consultation. • Overall, good progress made on the quality improvement targets set, substantial assurance on a continuing strong student experience and outcomes with student complaints reporting providing substantial assurance on resolution of concerns at an early informal stage. • The committee supported the move to a non-exclusive associate college agreement with the college’s validation partner.
5.4	RESOLVED: Substantial assurance is taken on the management of strategic risk to quality and student outcomes from the reporting in the meeting, noting good engagement and response to the emerging regulatory environment and welcome progress on agreeing the strategic way forward moving to an associate college relationship with the University of Chester.
6.	**Governance**
6.1	Search and Governance Committee Report: The committee reported: • Recommended approval of Paul Weston second term of 3 years from 1 January 2026 and taking on the role of chair of the Finance and General Purposes Committee. • Recommended approval of Phil Gibbon extended role as staff governor to 31 December 2025, whilst staff governor recruitment is carried out. • Recommended committee membership and active recruitment for 2026 to include further financial expertise, HR expertise and FE Quality expertise. The head of governance to request proactive recruitment support via the DfE governor recruitment service that had just been relaunched. As the college is currently RI and has had support from the FE Commissioner’s team, the college may qualify for support in finding specific expertise in finance/accountancy, senior level HR and quality improvement/management expertise.

	• Terms of reference for approval • Calendar of meetings for approval • Lead Governor framework and roles for approval – a governor questioned if this replaced the existing link governor roles. Discussion followed. Several members considered the link roles where members link with a particular curriculum area over time very helpful, but it was also acknowledged that there are more themed 'lead' roles needed which means governor time needs to be targeted as there is such a lot to cover. Overall, it was thought that trying the 'lead role' approach combined with a structured curriculum area learning walk programme would be beneficial. There was debate about whether this more flexible approach to link curriculum areas might be confusing. One member thought that it might be better to have one or the other approach, but others felt that it could be managed. In summary, the meeting was content to go forward on the basis of lead governor roles and a structured learning walk programme in curriculum areas. • Assurance review of practice against FE Commissioner's Weston College recommendations.
6.2	Self-Assessment and External Review: RESOLVED: The board approved the self-assessment process for 2024-25, as set out below and approved the commissioning of an external governance review to take place in 2025-26 academic year. Self-assessment process for 2024-25: • Agenda item at each summer term committee to review its work against TOR and review its TOR • Annual self-assessment questionnaire for completion by governors • Skills audit questionnaire for completion by governors • Individual governor one to ones with the Chair completed • Chair performance review with SIG completed • Taking this feedback into account, for autumn term: • Review performance against the previous external review of governance and Governance Development plan. • Governor meeting attendance and engagement data • Review against Code of Good Governance Principles • The self-assessment process to bring together the above aspects over the summer and a governance self-assessment report and governance development plan will be reported for review by the search and governance committee in the autumn term, for presentation to the board.
6.3	Consent Agenda: RESOLVED: The following items were approved: • External Audit Strategy Memorandum for financial year ending 31 July 2025 • Regularity Self-Assessment Questionnaire 2024-25 for signing by the principal and the chair • Appointment of RSM as the college's internal auditors and Forvis Mazars LLP as the college's external auditors for the academic year periods 1 August 2025 – 31 July 2030, with annual re-appointment based on satisfactory performance. • Committee Terms of Reference • FE Tuition Fees and Bursary Policy • HE Admissions and HE Contextual Admissions Policy • HE Complaints Policy • FE Admissions Policy • FE Compliments and Complaints Policy • Code of Practice on Freedom of Speech and Expression

	• Board and committee calendar of meeting 2025-26 • Governor committee membership structure and lead governor roles • Request for proactive recruitment support via the DfE governor recruitment service • Paul Weston appointed for a second term of 3 years from 1 January 2026 and taking on the role of chair of the Finance and General Purposes Committee. • Phil Gibbon extended role as staff governor to 31 December 2025, whilst staff governor recruitment is carried out.
7.	**Closing items**
7.1	Any other business (notified to chair/clerk in advance): The chair on behalf of the board thanked governor Angela Potter for her service to the board over the previous seven years, most recently serving as chair of the finance and general purposes committee.
7.2	The dates of the next meetings were confirmed as: • 23/24 September away event • 13 Nov 2pm (Plus Morning Learning Walks) • 18 December 2pm

The meeting closed at 1.35pm

Approved as a correct record 13 November 2025 Jane Cowell OBE (Chair)