



MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING

Wednesday 16th November 2022, at 6.00 pm.

Present:

Tim Oliver (Chair)
 Dan Hards
 Stephanie Fudge
 Ruth Seabrook
 Zara Lyons

Helen Odhams (Advising Officer)
 Catherine Davies (Clerk)

1. REGISTER OF INTERESTS

There were no declarations of interests from Trustees.

2. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were accepted and received from Declan Mason and Paul Collyer.

3. MINUTES OF THE LAST MEETING

The minutes of the previous meeting of 15th June 2022 were approved as an accurate record.

4. MATTERS ARISING

The Committee reviewed the actions arising from previous meetings:

S&P2-003	Clerk to draw up proposals to bring senior post holder policies into line with those for other staff. Covered later in the agenda.
S&P3-001	The Chair of Quality and Standards should be asked to comment on the Strategic Objectives. Done
S&P3-003	Clerk to investigate the option of holding a shortened training session, possibly before the September Board meeting, linked to OFSTED and the Strategic Plan and to review the timing and scheduling of future Training Mornings to facilitate greater attendance, including holding the Training Morning in the Spring Term. Done
S&P3-004	The Clerk to amend the draft of the QIP in light of the committee's discussions. Done
S&P3-005	Clerk to circulate a list of Trustees and their term dates. Done Action : The Chair asked the Clerk to advertise a Trustee Vacancy.

5. STRATEGIC PLAN 2023-25

The Principal introduced the paper on strategic planning that was previously discussed at the Trustee Board Meeting in September. Since September the direction of the plan has moved away from a focus on student numbers and towards the student experience which directs the digital strategy, external relations and development of the site.

Curriculum and Study Programmes

The College will keep a watchful eye on the future of BTEC courses and the impact on provision if they were withdrawn by the DfE. The pandemic continues to affect all young people in education and catch up support remains in place to help students who had a disrupted education at their previous school. The Skills Agenda will continue to be supported to ensure all students have the opportunity to learn skills needed by local and national businesses.

The Principal was asked about the impact of 580 GLH on the timetable. Both 6.1 and 6.2 year groups in 2022/23 exceed 580 GLH due to increase in activity and additional time added per teaching block. The supervised academic study sessions have been well attended.

Quality Assurance and Progression after Esher

The improvement in A level results, strong pupil retention rates and the Outstanding Ofsted rating have validated the plan that was put in place. The leadership team has an excellent relationship with the Student Union and staff professional development continues to be a priority to help attract and retain staff.

Student Experience and Digital Strategy

The strategies implemented during the pandemic are being enhanced so that students continue to have an improved learning experience. Communication with parents is also being improved and when the re-designed website is launched it will help with the marketing of the College and application process too.

Financial Health

The target number of students is around 2000 and currently the temporary classrooms have ensured flexibility if the enrolment number is above this figure. The requirement of having to provide 40 GLH for each student is a challenge in the current economic climate with rising inflation and costs. This challenge also negatively impacts the opportunity to provide staff with a reduction in contact time and aid their well being and workload.

The pay agreement with support staff has been agreed and pay negotiations with Teaching Unions continue.

External Relations

Relationships with key partner schools continues to be built upon and the hosting of careers events at the College benefit students and the local community. The S7 Consortium provides invaluable input into strategies across the College and staff have benefitted from and contribute to S7 professional development courses. The College supports three Early Career Teachers (ECT's).

Resources and Estates

The coming year will be maintenance phase for the college but in the long-term additional building may be needed from 2026 to replace the temporary classrooms. IT Security continues to be an

important focus and a Sustainability Strategy continues to be developed to enable the College to become carbon neutral.

The committee recommended the Strategic Plan 2023-25 with minor editorial changes.

6. ADMISSIONS ANALYSIS 2022

The Principal introduced the Admission Analysis.

The take-up rate has reduced from 44% in Autumn 2021 to 41% in Autumn 2022 due to a variety of factors including the return of external GCSE assessments with fewer applicants qualifying for a Level 3 Study programme. The reserve list was used effectively to meet the target roll figure and the enumeration number of enrolled students is 2062. The offer rate for entry in Autumn 2023 is conservative with a healthy reserve list to be called upon if needed. The on-line application process has much improved the enrolment process for prospective students and College staff.

The committee agreed the basis for the Admissions Policy 2024 will reflect the Admissions Policy 2023.

7. POLICIES FOR REVIEW

The committee approved the following policies:

Disciplinary Procedure for Senior Postholders
Grievance Procedure for Senior Postholders

8. PRESENTATIONS FOR BOARD MEETINGS 2022-23

The committee confirmed the following presentations at board meetings 2022-23

- March 2023 – Curriculum
- June 2023 – Learning Support

9. TRUSTEE TRAINING MORNING – 23 FEBRUARY 2023

The committee agreed that the Trustee Training Morning on 23rd February 2023 will include the following sessions:

- Digital Strategy
- Review of Governance
- Student Focus Group
- Learning Walks

Action: The Chair asked the Clerk to ensure all Trustees know they need to attend the training morning in person.

10. CONSTITUTION

The Committee approved:

Procedure for the recruitment and appointment of Academy Trustees.

11. ANY OTHER BUSINESS

There was no other business.

12. DATE OF NEXT MEETING

The Chair noted that the next meeting was scheduled for Wednesday 8th March 2023.

*The meeting closed at 7.01pm.
Attendance was 71 %.*

Signed.....

Date.....

SUMMARY OF ACTIONS

1	Clerk to advertise a Trustee vacancy
2	Clerk to ensure all Trustees attend the 23 rd February Training Morning in person

SUMMARY OF GOVERNOR CHALLENGE [C] / SUPPORT [S]

C/S	Minute	Topic
S	5	The committee congratulated the College on the Outstanding Ofsted September 2022 Report and rating.
C	5	The committee asked how the College had adjusted the timetable to meet the requirement for 580 GLH per student.