

**Governors Present:** Sean Devlin (Chair)                      Grahame Davies                      Paul Rushton  
James Adnett    Andrew Forth                              Ed Senior  
Wisal Bashar    Tom Gregory                              Jamie Willmore  
Elle Beale    Alex Gwinn                                      Sam Wilson

**In Attendance:** Jane Jenkins                      (Vice Principal)  
Jo Payne    (Clerk to the Local Governing Body)

**Apologies:** Matthew Adams, Sheena Payne-Lunn, Wendy Pickess and Chantal Pottage

**1. Appointments**

The Local Governing Body recommended the appointment of Jamie Willmore as student ‘governor’ and member of the Curriculum and Quality Committee.

**2. Opening Standing Items**

- (i) There were no declarations of interest relevant to the agenda.
- (ii) No confidential items were identified.
- (iii) No urgent business was identified.

**3. Safeguarding and Prevent Update**

The Senior Leader for Pastoral Support and Progression/DSL and the Safeguarding Officer delivered a presentation to governors on the Prevent duty and safeguarding including the following key points:

- Prevent became statutory for Further Education in 2015 and the duty requires institutions to have due regard to prevent people from being drawn into terrorism and safeguarding individuals vulnerable to radicalisation. Prevent addresses all forms of terrorism, not just Islamist extremism and threat types include right-wing, left-wing, anarchist, incel-related, and NI-related extremism;
- The objectives of the Prevent duty is to tackle causes of radicalisation, challenge ideology, support those at risk through early intervention and enable the rehabilitation of individuals involved in terrorism. It is not about restricting freedom of speech and education provides a good opportunity for discussion of political and social views even where they are potentially offensive if managed in the right way;
- The potential indicators of radicalisation were outlined. Locally the risk is an increase in right-wing nationalist views;
- At College the DSL is the Designated Prevent Lead. Staff receive Prevent training and know to report concerns through established safeguarding procedures and referrals are made via Single Point of Contact. Referrals are made to the Chanel Panel when thresholds are met;
- A case study of a student where concerns escalated from low-level behaviour in the classroom to a formal Prevent referral was outlined and concerns related to right-wing views and misogynistic language. Prevent officers engaged directly with student and they are being monitored but remain at College;
- The online risks associated with deepfakes, chatbots, sextortion, gambling-like gaming features were highlighted and it was noted that the most prevalent safeguarding concerns at College include self-harm, domestic issues, young carers, exploitation and child-on-child abuse;

- Governors are required to completed the Government's online Prevent training, a link to which will be circulated.

In response to challenge from governors the following was noted:

- Sessions for parents tend to focus on mental health, but consideration will be given, in particular, to sharing more information on local risk and online safety with parents;
- There is a mixed response from students to delivery of Prevent and British Values in tutorial sessions. It was revisited at recent assemblies with students. Teachers are required to include reference to British Values in their schemes of work and encouraged to look for naturally occurring opportunities.

Governors **thanked** the Senior Leader for Pastoral Support and Progression/DSL and the Safeguarding Officer for an informative presentation and thanked them for their ongoing work to keep students safe.

#### 4. Minutes

##### (i) Minutes of the meeting on Wednesday, 26<sup>th</sup> November 2025

The minutes were **confirmed** as a correct record and signed by the Chair and an update was provided on the action points as follows:

- There were only three sixth form colleges in the country where Pakistani male students performed better than their peers. These institutions have significant diversity of staff and students.

The Local Governing Body **noted** the update provided.

#### 5. Management & Strategic

##### (i) Heart of Mercia Update

The Heart of Mercia CEO joined the meeting remotely to provide an update on relevant Trust matters including the following points:

- Jane Jenkins was congratulated on her appointment as Principal from next academic year. The CEO said it was positive that Jane's appointment, along with other cited examples, was internal and demonstrated opportunities for progression within the Trust;
- Capital bids are being prepared for both the College and KEDST and both have strong cases based on growth. Associated with the extension project is work to rectify issues with the Cafeteria which would require investment from the College, but with significant investment from the MAT central pot given its importance;
- The White Paper has been published and is more positive in tone about Trusts than had been anticipated and seemingly against standalone academies. There is a heavy focus on SEND and this will be a focus for the Trust;
- In the same way that IT and Finance had centralised teams, the Director of Operations is developing a team involving a compliance officer, estates managers and external project managers with a view to centralising premises related tasks.

In response to challenge the following points were noted:

- Whilst the change in tone about Trusts was welcomed, there were no plans to increase the number of academies in significant numbers, but it would be sensible to review local context and consider any approaches from a local high school or a sixth form college similar to those already within the Trust.

The Local Governing Body thanked the CEO for his update.

*(Peter Cooper left the meeting at 6.29pm)*

(ii) Principal's Update Report

The Principal presented his update report advising that the College's capital bid would be for a four-storey infill which, depending on the internal usage decided upon, will create 5 or 6 new large classrooms, flexible space on the ground floor plus between 30 and 36 toilet cubicles. The likely cost of this project would be £3.5 million. It was likely that any renovation to the Cafeteria would need to be funded from SCA and would not form part of the bid. The planning application referred to the build enabling the College to grow by a further 200 students which initiated some concerns from local residents already concerned about parking and traffic. Consultation is open for feedback.

A draft directed time calculation was circulated. The Principal explained that 1265 hours could be directed over 195 days, however, there is no limit on undirected time to complete tasks such as marking and preparing resources etc. What is included in directed time is currently subject to negotiations between unions and employers.

In response to challenge it was noted that:

- There had not been any discontent about directed time raised at College and the calculation had previously been shared with trade union representatives, but not more widely with staff. One of the requests from unions is that a directed time calendar should be agreed and published each year;
- The College's calendar working party had proved successful last year in agreeing, where possible, ways to mitigate staff workload. This group would meet again on 4<sup>th</sup> March to consider the calendar for next academic year.

The contents of the Principal's update report was **noted**.

(iii) Prevent Risk Assessment

The Principal advised that the Prevent Risk Assessment has been updated and the DSL has identified actions arising from it.

The Prevent Risk Assessment was **approved** by the Local Governing Body.

## 6. **Governance**

(i) Update

The Clerk to the Local Governing Body presented her report including the following points:

- The Trust engaged the services of RSM to conduct an audit of its 'Framework for Management Information' including strategies, policies, procedural documentation, risk register and governance. The College along with John Kyrle High School were selected as part of the compliance testing. There were no management actions identified for the College which is positive and demonstrates compliance. There were, however, recommendations for the Trust – a number of which may have implications for the College and the other academies, e.g. the recommendation that KPIs are established linked to the Trust's Strategic Development Plan objectives at both the Trust and academy levels and that the Trust reviews its governance structure at local level - the College is the only one of the three sixth form colleges to have sub committees of the Local Governing Body;
- The SFCA are delivering a programme of webinars including one on Ofsted which governors can access and any recordings will be shared;
- A form inviting availability for a strategy morning will be circulated.

The contents of the report were **noted**.

- (ii) Stakeholder Feedback  
Governors provided updates on visits in the following areas on their recent safeguarding visit, attendance at a mental health webinar for parents and link visits to Careers and Learning Support.

Governors were thanked for visiting to provide support and challenge and their feedback reports were **noted**.

**7. Quality Assurance**

- (i) Curriculum & Quality Committee minutes: 05.11.25  
The draft minutes of the Committee were **received**.

**8. Finance & Resources**

- (i) Finance & Resources Committee minutes: 12.11.25  
The draft minutes of the Committee were **received** and the Committee noted changes to Universal Credit which would impact the number of students eligible for financial support from bursary funds.

**9. Policy Review**

- (i) Trust Policies  
The most recently approved Trust policies were **noted** with all available in full on the Trust/College website as appropriate.

**10. Closing Standing Items**

- (i) Chair's Action: No Chair's action had been taken since the last meeting.  
(ii) Health and Safety: The consideration of the capital bid to respond to health and safety concerns (e.g. shortage of toilets) was noted.  
(iii) Risk Management: No additional risk management items were raised.  
(iv) Any Urgent Business: No items were raised.  
(v) Date of Next Meeting: 3<sup>rd</sup> June 2026

The meeting closed at 7.10pm.

Signed: .....  
Sean Devlin (Chair)

Date: .....

**LGB ACTION POINTS ARISING FROM MEETING ON 25<sup>TH</sup> FEBRUARY 2026**

<b>Report Reference</b>	<b>Action Point</b>	<b>Person Responsible</b>	<b>Completion</b>	<b>Check</b>
LGB/25.02.26/3	Complete online Prevent training.	Governors	13/04/26	
LGB/25.02.26/6(i)	Share form inviting governor availability for strategy morning.	JJP	ASAP	

**ACTION POINTS BROUGHT FORWARD**

<b>Report Reference</b>	<b>Action Point</b>	<b>Person Responsible</b>	<b>Completion</b>	<b>Check</b>
LGB/26.11.25/3	Produce and share, in due course, Osted narratives in relation to all areas within the inspection remit.	EYS/JLJ	Ongoing	
LGB/26.11.25/3	Identify questions governors might be asked and produce crib sheets as appropriate.	JJP/JLJ	Ongoing	
LGB/26.11.25/3	Identify a summer term opportunity for strategic discussion in relation to inclusion and the identification and removal of barriers.	EYS/JJP	February 2026	

**ACTION POINTS COMPLETED**

<b>Report Reference</b>	<b>Action Point</b>	<b>Person Responsible</b>	<b>Completion</b>	<b>Check</b>
<b>LGB.10.09.25/5(i)</b>	Report on positive progression outcomes outside of the Russell Group measure.	JLJ	November 2025	✓
<b>LGB.10.09.25/5(ii)</b>	Consider liaison with institutions where Pakistani students made better than expected progress.	EYS/JLJ	Ongoing	✓

\* Denotes amended action point.