



**MINUTES of the meeting of the  
CORPORATION**

**held on 4<sup>th</sup> May, 2022 (postponed from 29<sup>th</sup> March) at 5.00 p.m. at Franklin College**

**Present:**

Governors: Alex Baxter (Chair of the Corporation)

Alan Bird  
Joshua Briggs  
Katherine Bruning  
Rhys Childs  
Helen Forman  
Geoff Hirst  
Sabine Holmes  
Peter Kennedy (Principal)  
Greg Marsden  
Mark Midgley  
Libbi Sinderson  
Jerry Woolner

In attendance: Wendy Ellis (Vice Principal)  
Jo North (Assistant Principal)  
Sharon Stenton (Clerk to the Corporation)  
Gary Thomas (Assistant Principal)

1. **CHARLES MICHAEL FOX**

Governors expressed their sadness at the recent passing of Mike Fox, a former Chair of the Corporation. His commitment to the College and the work he had undertaken had been exceptional and his contribution invaluable. A minute's silence was held in his memory.

Following this, Mr Bird informed the Corporation of the death of the wife of Tom Dannatt, former Vice Principal.

2. **INTRODUCTIONS AND WELCOME**

Mr Baxter welcomed the new student Governor, Mr Childs, to his first Corporation meeting since his appointment. He added that student Governors provide an essential link between the Corporation and the young people affected by the decisions the body makes, and that the Corporation relies on them to fill that role effectively as an equal member. He also welcomed Miss Sinderson to the first Corporation meeting she had been able to attend in person since her appointment during the Covid pandemic.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Katy Elliott and Catherine Stephens.

4. **CONFIDENTIAL MATTERS**

DECISION:

That only the items already included in Part B of the agenda be regarded as confidential and unsuitable for public access.

5. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

6. **MINUTES OF THE CORPORATION AND MATTERS ARISING**

The minutes of the meeting of the Corporation held on 7<sup>th</sup> December, 2021 were submitted. There were no matters arising.

DECISION:

That the minutes of the meeting of the Corporation held on 7<sup>th</sup> December, 2021 be approved as a true and accurate record and signed by the Chair.

7. **COMMITTEE MINUTES**

(i) Quality, Teaching and Learning Committee

The minutes of the meeting of the Quality, Teaching and Learning Committee held on 1<sup>st</sup> February, 2022 were submitted. There were no matters arising.

DECISION:

That the minutes of the meeting of the Quality, Teaching and Learning Committee held on 1<sup>st</sup> February, 2022 be received.

(ii) Resources Committee

The minutes of the meeting of the Resources Committee held on 8<sup>th</sup> February, 2022 were submitted. There were no matters arising.

DECISION:

That the minutes of the meeting of the Resources Committee held on 8<sup>th</sup> February, 2022 be received.

(iii) Audit Committee

The minutes of the meeting of the Audit Committee held on 23<sup>rd</sup> March, 2022 were submitted. There were no matters arising.

DECISION:

That the minutes of the meeting of the Audit Committee held on 23<sup>rd</sup> March, 2022 be received.

8. **EQUALITY, DIVERSITY AND INCLUSION**

(i) Equality, Diversity and Inclusion Policy

The Corporation considered the updated Equality, Diversity and Inclusion Policy.

DECISION:

That the updated Equality, Diversity and Inclusion Policy be approved.

(ii) Equality, Diversity and Inclusion Objectives and Action Plan 2021/22

The Corporation received the action plan, noting the College's expectations for its staff, students and Governors around equality, diversity and inclusion, and outlining its achievements to date in this area. Mrs North advised that the first meeting of the staff EDI Group was taking place this Friday with the aim of having oversight of the action plan and driving through the focus on EDI. Mrs North commented on the importance of implementing the action plan, given that the College community is becoming increasingly more diverse. She felt that staff had to be progressive and forward thinking in their approach to the issue. She also referred to student initiatives and agendas, also included in the Plan.

Mr Childs confirmed how much more actively and positively equality, diversity and inclusion is dealt with at Franklin than it was in secondary school where it was not particularly seen as an issue. He felt it important to tackle matters such as unconscious bias, and praised the pastoral support available.

(iii) Equality, Diversity and Inclusion Link Governor

Mrs Stenton pointed out that it is the collective responsibility of the Corporation to oversee its responsibilities in relation to EDI. The Corporation had previously appointed a link Governor for EDI, but when the incumbent left, no replacement was selected. She therefore suggested that the role be reinstated, and an appointment be made in order to have oversight of this important responsibility. A role description was submitted to the Corporation for its approval.

Mr Marsden offered to take on the role of the link Governor for Equality, Diversity and Inclusion.

DECISION:

- (1) That Mr Marsden be appointed the link Governor for Equality, Diversity and Inclusion.
- (2) That the Equality, Diversity and Inclusion Link Governor role description be approved.

(iv) Other Issues

There were no other issues to report.

9. **SEND LINK GOVERNOR ROLE**

Mrs Stenton explained that the role of the Special Educational Needs and Disability (SEND) Link Governor helps ensure that Governors are in a position to satisfy themselves that the duties towards students with special educational needs are being met by the College. The Corporation previously appointed a link Governor for SEND (the former Vice Chair, Mrs Faulder) but when she left in July 2021, no one came forward to replace her. A role description was submitted to the Corporation for its approval.

Mrs Bruning offered to take on the role of the link Governor for SEND.

DECISION:

- (1) That Mrs Bruning be appointed the link Governor for Special Educational Needs and Disability.

(2) That the Special Educational Needs and Disability Link Governor role description be approved.

10. **THE CODE OF GOOD GOVERNANCE FOR ENGLISH COLLEGES**

Mrs Stenton reminded Governors that the College adopted and abides by the Code of Good Governance for English Colleges. This Code was updated and revised in September 2021, the changes being highlighted in Appendix 1 to the report. Mrs Stenton advised that she had brought the changes to the attention of the Corporation to ensure that Governors still regarded this Code as the one that best suited the College and that it remained able to comply with the revised stipulations. She pointed out that only three codes were acceptable for use by sixth form and GFE colleges, the other two not being education-specific.

The Corporation also noted that a further major review of the Code will be necessary once the changes from the Skills and Post-16 Education Bill have been implemented.

**DECISION:**

That the adoption of the September 2021 version of the Code of Good Governance for English Colleges be adopted.

11. **SAFEGUARDING**

Mrs Forman informed the Corporation of the launch next week of the College's anonymous reporting procedure on Student FIS. She assured Governors that this would not replace any safeguarding procedures or incident reporting but would be used to raise staff awareness and understanding of any issues being faced by students, and of any patterns that emerge. The results will also inform future tutorial planning. Mrs North added that she had spoken to other colleges operating a similar system and had established that they had not been overwhelmed by reports or vexatious allegations.

12. **WELFARE, HEALTH, SAFETY AND WELLBEING**

There were no issues to report. However, Mr Woolner updated Governors on the situation regarding the Cudox service which is used by the College for some of its students with higher level mental health issues, stating that a final outcome had not been reached yet.

13. **RISK MANAGEMENT**

There were no issues to report.

14. **ANY OTHER BUSINESS**

Mr Woolner submitted a report on his visit in his role of CEIAG link Governor to the Careers and Employment team. He added that a presentation would be given at the next Quality, Teaching and Learning Committee on Franklin's careers provision.

15. **IMPACT ON STAFF AND STUDENTS**

Mr Childs felt that the discussions at this evening's meeting would have a positive impact on students. He referred to the consistent approach to equality, diversity and inclusion and the pastoral support available to students which would only be enhanced by the introduction of the new anonymous reporting system.

In relation to the planned building works, Mr Hirst stressed the importance of maintaining an environment where student learning can be optimised over the next year.

16. **DATE AND TIME OF NEXT MEETING**

The next meeting of the Corporation is scheduled to take place on Tuesday, 12<sup>th</sup> July, 2022 at 5.00 p.m.

The Chair then thanked Governors for their attendance and closed the meeting at 7.05 p.m.