

Minutes

Collyer's Local Governing Body Meeting

Date/time/location: Tuesday 16 September 2025, 16.30 Collyer's Conference Room

Present: Teddy Bridges, (Local/Mercer Governor), Chris Daniel (Local Governor), George Dummer (Local Governor), Paul Mittendorfer (Local Governor and Chair), Clare Ruaux (Local Staff Governor), Lauren Smith (Local Governor and Deputy Chair), Bev Valley (Local Parent Governor)

In attendance: Rob Hussey (VP Curriculum), Andrea John (VP Pastoral), Dan Lodge (CEO/Executive Principal), Steve Martell (DP), Stacey Kearns (CFOO start of the meeting only), Russha Sellings (Director of Governance/GD), Sam Sealy and Jane Tang (RCU Governance Officers)

In the Chair: Paul Mittendorfer

1. Welcome & Introductions

The Chair welcomed everyone to the first meeting of the new Local Governing Body since the College has converted to academy status on 1 September 2025. It was noted that Julian Rooney was not present. Stacey Kearns was introduced as the Chief Financial & Operating Officer for the new Trust and would be responsible for finance and operations. After the introduction, she left the meeting.

2. Declarations of Interest

None declared with respect of the items on the agenda.

3. LGB Member and Responsibilities

i) LGB ToR and remit

The GD referred Governors to the membership table with links. This also showed two vacancies, one Mercer and one Parent Governor. The current Mercer Governor, Teddy Bridges, offered to speak to interested candidates at the Mercers' Company which it was agreed would be very helpful.

ii) Governor Links

The GD then explained the proposed links. There was a related discussion about a meeting with a prospective Governor with education experience in a local school. Following this discussion, it was agreed that Lauren Smith would temporarily be linked to Safeguarding and SEND. The Standards role would be split between three Governors including the new prospective Governor (subject to appointment).

iii) Prospective Governor

Governors heard that the Chair and Deputy Chair and the Executive Principal had met the prospective Governor who had applied through Governors for Schools. Her profile was shared at the meeting. She had significant education experience. It was agreed to recommend the applicant to Board for approval. **ACTION GD.**

iv) SAR-QIP meetings

Lauren Smith would attend the SAR-QIP meetings next month covering Safeguarding and SEND. Bev Valley linked to Skills & Careers would also attend related Pastoral SAR-QIP

meetings. There was a request from the VP (Curriculum) for Governors to be involved in Curriculum faculty SAR-QIP meetings. The dates were discussed, and it would be arranged for the Governors linked to Standards to attend some subjects across the faculty areas.

ACTION GD

4. SMT responsibilities

The Executive Principal explained that arising from the significant change to the governance structure, there followed a review of leadership arrangements. The finance function would become Trust wide led by Stacey Kearns and the FD planned to retire, once a handover was complete. Governors heard the remainder of the senior team would take on additional responsibilities to release the Executive Principal who had a dual role of the Trust CEO. There was a question about whether extending the responsibilities of SMT created any skills gaps and how this might be addressed. The Executive Principal responded that there already existed a broad range of experience and for example on the Estates Masterplan, an experienced Project Manager had recently been appointed. There was also more bandwidth since the 1 September where international students were no longer being recruited and funded Adult Education courses would not be continuing.

5. Examination results Summer results HE progression

The VP (Curriculum) gave an update at the meeting. It was confirmed that most reviews of marking were now complete. The results were very strong across all Level 3 programmes in particular BTEC and T-Level and as well as GCSE results against what the VP (Curriculum) said was the best available comparative point of 2019. Governors wanted to know more about value added and retention rates. The VP (Curriculum) said there were some key focus areas identified and more work to do around value added with Alphas to be re-run from a national dataset. Retention rates had significantly improved, which was demonstrated in comparison to other S7 colleges. Early intervention was thought to have had a positive impact.

The VP (Pastoral) provided progression data which showed over 94% of students going onto higher education had achieved their first choice university. There was a new Oxbridge co-ordinator and the number of students on this pathway had more than doubled.

The Chair expressed thanks to the team, staff and students for all their hard work.

6. Curriculum update

The VP (Curriculum) explained the reforms and the uncertainty over particular subjects. Criminology was currently oversubscribed, however without another alternative general qualification, Sociology A-Level was the closest option. Travel & Tourism and Business also remained at risk. The directive that students could only take one BTEC course had been dropped by the DfE, which was helpful for those who needed a vocationally focussed programme. There was a question about T-Level courses and it was understood that triple subjects were harder to recruit to and therefore the cohorts remained small.

It was disappointing to have not been able to appoint an Electronics teacher for this academic year. Governors asked how this impacted students that had applied for the course and how this was managed. The VP (Curriculum) didn't believe that any students had withdrawn their applications because of this and they had been redirected appropriately.

The VP (Curriculum) further explained that there had been an efficient utilisation of classrooms and the College was reaching full capacity. In response, Governors asked about staff workload, and it was confirmed most of class sizes remained broadly similar to previous years. Last year, Heads of Subject had been released from tutoring commitments. However, some teams were more impacted more such as the canteen, library and pastoral staff with the



Student Services team expanded in the previous year to anticipate growth. Governors heard there may need to be a review provision such as Level 2.

7. Enrolment

The DP spoke of the great work undertaken over the summer by the Estates and IT teams to get the campus ready for the next cohort. Numbers were up again by nearly 10% to 2791 with 1578 1A students. This included a larger than expected Foundation year group, partly because both Reigate and Godalming have closed their provision this year. There had been a particular focus on the student experience during enrolment including advice and guidance. The process was very smooth as was the following Ready to Learn event. Governors observed positively that students seemed well settled round the campus.

8. Estates Development

i) Summer work (including CIF funded)

The DP provided a summary of all the summer work completed including extended Portakabins, subject moves and the creation of some Trust office spaces. Additional Personal Development Tutors had been appointed and a new office created. In terms of CIF funding, the boilers had been progressed.

ii) Report from Estates Masterplan Project Group

The GD apologised that the minutes of the meeting on the 10 September had not yet been drafted. There was a verbal update on the consultation and planning process. It was explained following a question about the statutory process required for Sports England.

9. Safeguarding briefing (VP Pastoral)

i) Update on KCSIE 2025

The VP (Pastoral) informed Governors that the new statutory guidance had been published, however the changes had not been significant from the previous years. The new governance structure and responsibilities were laid out in the updated Safeguarding & Child Protection Policy provided in the meeting pack. There was an update on the recent staff training and the video could be shared with Governors if helpful as part of their annual review of the guidance.

A Governor asked about local crime rates that had appeared high at this point last year including where students had been targeted directly. The VP (Pastoral) said that the swift response had been effective in preventing any further incidents to students in the park. Another Governor asked about impacts of radicalisation generated by right wing groups which was topical in the news. The College had been proactive in deploying Smoothwall to ensure that any issues were contained, however there was an increased and ongoing threat from these types of radical groups.

ii) Safeguarding network and collaboration with Forest

There was a brief update on collaborative possibilities. The GD said a Safeguarding Trustee had been appointed and setting up a network with local Safeguarding Governors would be beneficial.

10. AOB

The GD reiterated the importance of the cyber security training for compliance with the Trust's new insurance policy.

11. Next LGB Meeting

The LGB would meet again on Tuesday 18 November 2025 at 16.30.

The meeting closed at 18.30.

