

## Minutes

### Collyer's Local Governing Body Meeting

Date/time/location: Tuesday 18 November 2025, 16.30 Collyer's Conference Room

**Present:** Teddy Bridges, (Local/Mercer Governor), Chris Daniel (Local Governor), George Dummer (Local Governor), Lindsay Markham (Local Governor), Paul Mittendorfer (Local Governor and Chair), Julian Rooney (Local Governor), Lauren Smith (Local Governor and Deputy Chair)

**In attendance:** King Abeyie (recently elected Parent Governor), Rob Hussey (VP Curriculum), Andrea John (VP Pastoral), Dan Lodge (CEO/Executive Principal), Steve Martell (DP), Russha Sellings (Director of Governance/GD), Sam Seeley and Jane Tang (RCU Governance Officers)

**Apologies:** Clare Ruaux (Staff Governor), Bev Valley (Parent Governor)

**In the Chair:** Paul Mittendorfer

#### 1. Welcome & Introductions

The Chair welcomed everyone to the second meeting of the LGB. It was noted that King Abeyie would be present in an observational capacity pending confirmation of his appointment by the Board and the relevant background checks.

#### 2. Declarations of Interest

None declared with respect of the items on the agenda.

#### 3. Minutes/Matters Arising

- i) The minutes of the previous meeting were both approved without amendment.
- ii) Matters Arising – noted as already covered by the agenda

#### 4. HLA Strategic Plan

The Executive Principal spoke about the listening exercise and responses received from prospective schools and other key stakeholders such as Horsham District Council (HDC). Feedback was currently being sought from staff during INSET days.

The new Trust's Mission, Vision and Values had remained constant since the start of the formations process with the initial founding partners.

Questions were invited on the core sections. Governors raised questions as follows:

- **Local** Where does the potential new charity (HLA Foundation) sit and would it detract from the Trust's core purpose. The Executive Principal responded that it was a sensible commitment and statement of the Trust's impact beyond the school gates. For the wider community there was potential to promote healthy lives and improve civil engagement. It was recognised there was a potential saturation in the charity/voluntary sector, and a meeting had been set up with local sector leaders.
- **Local** In relation to staff satisfaction benchmarks, Governors asked what constituted meaningful surveys across the Trust. The Executive Principal said that in drawing up

comparisons in the future, relevant benchmarks would be used. There were examples of those used by MATs in the sector.

- **Local** Governors asked about the growth plan and the Chair referred to the recent Chairs' locality meeting where this had been raised. The Executive Principal was keen to ensure that the Trust scaled at an appropriate pace. Due diligence was an important aspect of this.
- **All Through** Governors supported the fact that smoothing transition points was a key strategic aim. This was considered against how Collyer's would maintain the balance of students between local and out of area and there was a wider discussion on admissions and Collyer's founding ethos. It was noted pressure on the estate was an emerging risk which would inform the strategic planning process. This was discussed further under Item 5(ii).
- **Overall** There was an observation that the plan was perhaps less student centric in language than former strategic plans. The Executive Principal said there had been some staff feedback on inclusion, however it was understood that this was a top level strategic document for the whole Trust. The Executive Principal added that in aims 4/5 (Inclusive and Aspirational) aspects such as outcomes and enrichment were covered.

The Governors were thanked for feedback and the final draft would be shared with the Board once all stakeholder feedback had been collated.

## 5. SLT Report

### i) Funding & Budget

The Executive Principal provided a brief overview, however in relation to the new governance structure, reiterated the importance of avoiding duplication of information with the Board. The current focus was on embedding new Trust finance systems. The chief lever of funding was as always enrolment and while numbers continued to be strong, funding was lagged. There was a brief update on pay awards and pensions, the main point to convey was the pay settlement, while not fully budgeted, had averted industrial action for the time being. There was a question raised about pay scales in SFCs versus schools which was understood to be a challenge faced by vertical MATs.

### ii) Estates, H&S, Admissions

The DP is currently managing the RAAC and Masterplan projects as the Estates Masterplan Manager is leaving this term to pursue a full time role in another college.

Governors heard from the DP that the RAAC remedial work would be staggered and there would be no noise or other impact to students onsite due to the area being hermetically sealed. Art classes should be fully functional by August 2026.

Thanks were recorded to the estates team for the significant maintenance work that had taken place over the summer.

The masterplan continues to progress with support of the new Synergy project manager who is currently looking at vehicular access to support the project sequencing.

As referred to by the Executive Principal, student numbers and growth remain strong and this had been a team effort. It was hoped that DfE capital funding would be announced in the spring term.

In response to the update, Governors wished to understand more about capacity and how long temporary classrooms would be in place for. The remainder of the discussion was recorded under Part II business.

### iii) Pastoral & Safeguarding

The VP (Pastoral) spoke to the safeguarding dashboard and cross referenced the Safeguarding Governor's termly report. A number of the related targets would be progressed through the QIP and monitored through the education KPIs.

This term there had been a permanent exclusion, the first since 2019. Governors asked about trends. It was common to see increases in certain areas towards the end of the calendar year and into the new year. There were more referrals to social care and police recorded incidents. It was noticeable that more students were joining college having experienced some form of bullying and harassment, however student numbers had also increased overall. Governors asked whether incidents were more likely to occur in college or off site, the VP (Pastoral) thought it was a combination, however, this does not change the responsibility with regards to safeguarding.

### iv) Curriculum & Ofsted

The VP (Curriculum) circulated a document at the meeting setting out the predicted impact on Collyer's provision of the recent Government announcements - essentially there would be three options / routes available at post-16: A-Levels, T-Levels and a rebranded vocational route to learning or employment called V-Levels. There was a general update on the introduction of V-Levels and the impact on other alternative qualifications. A-Levels remain relatively unaffected, however there may be changes to the specification as the last review had been some time ago.

There were also substantial changes to the Ofsted Education Inspection Framework (EIF) with a new report format removing the single judgement and introducing judgements on 6 key areas. The College was in a strong position in terms of the assessment criteria, particularly the renewed emphasis on achievement for all students. Inclusion in the College was also outstanding, however there were further opportunities for development as reflected in the SAR-QIP.

In reference to an SFCA webinar attended by some Governors earlier in the day, there was some concern about whether it was possible for sixth form colleges to achieve an 'Exceptional' judgement. As the College had been recently inspected, the VPs felt that there was enough time to prepare and learn from S7 colleges.

### v) Staff satisfaction

The Executive Principal was pleased with the survey results which showed the metrics were still high and the response rate had increased. Staff satisfaction would need to be considered for the new Trust since the formation of HLA.

## 6. College Quality Assurance

- a) Self-Assessment Report 24-25
- b) Quality Improvement Plan 25-26

Governors received the full report, which provided a comprehensive review of the provision and quality assurance process. The VP (Curriculum) provided key highlights as follows:

- Alps results placed the College in the top 10 nationally for value added (L3VA data to follow in January)
- Performance for double BTECs was stronger than single
- T Level cohorts remain small (while percentage of high grades is comfortably higher than national averages and L3VA is positive, the achievement rate of top grades could be improved to bring L3VA in line with academic and vocational qualifications)
- Retention and achievement rates for Level 2 were below target and would require work to understand the student profile and possible external causal factors

- Outcomes for EHCP students were exceptional and progress and destination data was being closely tracked for each student
- Funded adult programmes were being concluded this year.

In terms of the development of new QIP targets, subjects for improvement were being supported through the intervention programme of enhanced support. There were also targets to support borderline A-Level students and those taking single BTEC courses to reach their full potential.

The VP (Pastoral) said most of the pastoral targets followed a review of KPIs in the previous academic year. She shared updates on Progress Review days and targeting support where it was most needed through additional workshops. Attendance and retention continued in an upward trend despite a dip in the foundation year – retention between 1A and 2A was now 92.3% which was particularly pleasing. For enrichment there was a new target for male students where there appeared to be less engagement which may lead onto a review of activities. The feedback on WEX, especially in person, was high with students finding it valuable. The Gatsby benchmarks had been recently updated and the College continued to consider how to work towards the target specific to providing 1:1 careers advice. The main focus was on behaviour management and continuing to maintain high expectations of all students.

Governors also heard updates on the Leadership & Management sections of the QIP which related to previous updates on the new Ofsted EIF and curriculum reform. There would be some more development in terms of a Trust wide INSET day.

Governors were assured by the outstanding self-assessment and the level of detail in the QIP which would continue to make refinements to the Collyer's offer. They thanked the VPs for all their work on this.

#### c) Governor visit reports

Governors provided brief commentary to support their reports included in the meeting pack. It was particularly beneficial to observe the consistency and quality of standards. The Safeguarding Governor agreed there were clear measures of success and impact.

#### d) Education KPIs

The KPIs show a good start across the subject areas although the VP (Curriculum) cautioned that T-Level Digital was one to watch. There would be some further updates once L3VA data was available. The VP (Pastoral) said the noticeable increase in stage 1 interventions was attributed to earlier action being taken to address issues. Following a question on the nature of interventions the VP (Pastoral) said the process was bespoke usually involving targets on MyProgress which aimed to help with any barriers to learning. The approach was different if related to misconduct.

## **7. Mercers' Company MoU**

The Executive Principal said other academised associated schools and colleges will have signed similar agreements. It captured the relationship between the company and the College under the new legal structure.

## **8. Policies**

### i) Governance Code of Conduct

Governors agreed to adopt the new Trust wide Code of Conduct which the GD said linked to a new governance code the Academy Trust Governance Code. There were no further questions.

ii) New HLA Policies available on SharePoint  
The GD said that all new and approved policies that would be available on the HLA Governance SharePoint central area.

**9. AOB**

Nothing to record.

**10. Next LGB Meeting**

The LGB would meet again on Wednesday 18 March 2026 at 10.45 at Mercers' Hall followed by lunch. Governors were alerted that this was usually a whole day event with travel.

The meeting closed at 18.37

Signed.....

Date.....