



MINUTES OF THE FEDERATION TRUST MEETING

Thursday 24 March 2022, 3pm
The Gallery

Present

Emma Gautrey, Rob Guthrie, Sam Hearth, Andrew Holt (Chair), Alex Mould, Martyn Rhowbotham, Stuart Williams (Executive Principal).

In Attendance

John Harrison, Natalie Ray, Sheryl Wilson (Clerk).

1. Welcome introductions and apologies for absence

Andrew Holt welcomed everyone to the meeting. Apologies for absence were received and accepted from Sally Kirkby, Guy Magrath and Clive Norgaard Morton.

2. Clerk's Business

Ian Dodd has resigned from his position as Trustee with effect from 21 March 2022.

3. Declarations of Personal Interest and Pecuniary Interest

There were no declarations of personal or pecuniary interest.

4. Minutes of the meeting held on Thursday 3 February 2022 and Thursday 9 December 2021 (Extraordinary meeting)

The minutes from the above meetings were signed to be a true and accurate record.

5. Matters arising from previous minutes

There were no matters arising from the previous minutes.

6. Update - Scrutiny on Cybersecurity

The minutes for the scrutiny on Cybersecurity which was held on Thursday 9 December 2021 were shared on the Trustees' portal prior to the meeting. Stuart Williams advised that this was a good piece of work and further training on Cybersecurity will also be done with staff.

7. Update - Scrutiny on Finance

The Audit and Scrutiny Risk Assessment committee met on Thursday 3 February 2022 and the topic covered was Finance. Trustees felt this was extremely worthwhile and full minutes had been shared with the Trust committee.

8. Catmose College Expansion

There had been an earlier meeting in the day with the Resources committee and the update for the College Expansion project was discussed in this meeting.

9. Term Dates 2023/2024

Trustees agreed with the proposal of the term dates for the academic year 2023/2024. When term dates are reviewed, they are calculated with approximately 6 weeks in each term, to determine this depends when Easter falls.

10. Policies

Trustees ratified the below policies:

- Federation Working from Home Policy
- Federation Staff Development Policy
- Federation Student Charging and Remissions Policy
- Federation Cycle to Work Scheme Policy (new policy)
- Financial Management
- Federation Equality, Diversity and Inclusion
- Federation Keeping Staff Safe
- Federation Emergency Closure
- Federation Health & Safety
- Federation Premises Management
- Federation Non-Examination Assessment Policy

11. A.O.B

Following the meeting, trustees were invited on a site walk to view the new MFL area.

12. Date of the next meeting

Thursday 7 July 2022, 3pm