



MINUTES OF THE REIGATE LEARNING ALLIANCE MEMBERS' ANNUAL GENERAL MEETING HELD ON TUESDAY 18 JANUARY 2022 @ 16.30

(The meeting was held via Zoom due to the Covid-19 Pandemic)

Present: Mr Michael Jones (Chair)
Mr Ian Fortune
Mr Charles Handy
Mr John Artis

In attendance: Mr Jon Allen (Clerk)
Mr Chris Whelan – Chief Executive Officer
Ms Pat Frankland - Trustee

1. NOTICE, WELCOME & APOLOGIES

The Clerk confirmed the agenda was made available to Members, Trustees and Auditors within the 14-day notice period as required by the Trust's Articles, with the papers for the meeting issued 7-days in advance of the meeting.

Members present voted by ordinary resolution for Mr Michael Jones to be Chair for the meeting.

The Chair welcomed Members to the meeting.

2. MINUTES

Minutes of the Annual General Meeting held 08 July 2021 were approved as a correct record (Paper 1).

3. MATTERS ARISING

There were no matters arising from the minutes.

4. COVID-19 PANDEMIC & IMPACT ON COLLEGE OPERATIONS

A briefing paper from the Chief Executive Officer was made available for Members' consideration (Paper2). The report provided Members with:

- An outline of the impact of the covid-19 pandemic on College operations from the start of the pandemic to the current date.
- The impact of Covid on student outcomes against the backdrop of no external examinations and the introduction of Teacher Assessment Grades.
- Impact on 2021 enrolments.
- Impact on 2021 teaching.
- Impact on finances.

In summary, the College responded effectively to ensure there was no disruption to the teaching and learning of students. Staff responded positively and professionally to remote delivery of teaching and learning. Responses from

students and parents to the various Covid restrictions was very good with full compliance from students. However, there were minor issues of some Reigate College students not wearing masks on public transport, particularly on local trains. Students have been reminded of the need to wear mask on public transport as per the requirements of current Government regulations.

5. STRATEGY SUMMARY

A briefing paper from the Chief Executive Officer was made available for Members' consideration (Paper2).

At the time of the creation of the Reigate Learning Alliance it was intended that the academy would include both Reigate College and Coulsdon College. Due to on-going financial problems at Coulsdon this was not possible.

Since this time the focus has been on the development of Reigate College although consideration has been given to possible partnerships including:

1. Creation of a specialist maths college as part of a DfE initiative in partnership with a university. This was not possible as no local university met the DfE requirements.
2. Establishing a new college at Haywards Heath. This was not pursued as it was felt that the DfE had a strong preference for another college in West Sussex, which turned out to be correct.
3. Taking over the failing John Ruskin College in Croydon. This was not felt to be suitable as the curriculum offer at John Ruskin was very different to Reigate.
4. Opening a specialist Film college in London, which the College had been providing consultative advice to at the request of the DfE. This was requested by the sponsors of the project, however, DfE rules excluded Reigate due to our consultation role creating a conflict of interest.

In terms of expansion through mergers or acquisitions, two routes were possible. The first being taking over a failed or failing institution, whether that be on financial or quality grounds (2 and 3 above were examples of this). The second being involvement with a new initiative (1 and 4 above were examples of this). The consensus was it would be better to be involved in new initiatives rather than acquiring a failed or failing institution, as this approach had a real risk of impacting negatively on the high reputation of the College if acquiring such an institution impacted negatively on either the College's finances or quality of provision.

The College has continued to expand student numbers. This is partly due to the continuing popularity of the College and partly due to some local schools taking a decision to close their 16-19 provision.

In July 2019 the Trust held a meeting to discuss possible future strategic development. Events since the start of 2020 arising from the Covid-19 pandemic has meant that expansion via mergers, acquisitions or new openings has not been a priority.

During 2021 the Trust established a Working Group to examine what was required for a strategy for Reigate College and provided a list of key areas of the College that require 3 – 5 year strategic planning. These being:

- Maintenance and development of the College's reputation
- Quality of education and student outcomes
- Financial sustainability
- Ofsted rating
- Staff development, succession and morale
- Engaging with the local community
- A green agenda
- Providing a safe place for teaching and learning

The Executive are in the process of putting together 5 or 6 objectives that they feel identify the College's current strengths and ethos that will give direction for the next few years.

A follow-up meeting between the Working Group and the Executive is scheduled for 19 January 2022 and outcomes from the work of the Working Group and Executive will be reported to the March Trust Board meeting.

A discussion took place on how best to involve Members in the review of the proposed new Strategic Plan. It was agreed to circulate to Members the draft of the Strategic Plan to be considered at the March Trust Board meeting for Members review and input.

6. FINANCIAL STATEMENTS

Made available to Members after approval from the Trust Board in December 2021 where the Financial Statements and Year Accounts 2020/21 (Paper 4).

Members noted the progress made against the Trust's strategic objectives confirmed in the Trustees' Report in the Financial Statements.

Members noted the financial performance of the Trust confirmed in the audited accounts with the Financial Statements.

Members noted and welcomed the financial position of the Trust remains strong.

7. MEMBERSHIP OF THE TRUST

Current membership of the Trust including Members, Trustees and Local Governing Body Governors was noted (Paper 5).

It was noted there remains a vacancy for a Member. The Chair invited Members to give consideration of recommending any individual who may be interested in the role. The preference would be to appoint a female Member.

8. APPOINTMENT OF AUDITORS

Members noted the following:

- The AGM held 08 July 2021 approved the appointment of RSM to be the College's external auditors for the Financial Statements 2021/22. The audit of the Financial Statements 2021/22 will be undertaken in the autumn term 2022 with the final audited accounts to be put to the December 2022 Trust Board meeting for approval.

- The Audit & Risk Committee at its meeting held 16 November 2021 agreed to undertake a tendering exercise for external auditors for auditing the Trusts Financial Statements for five years commencing from 01 January 2023.
- Once the tendering process has been completed, Members will be asked to consider and approve the appointment recommendation proposed by the Audit & Risk Committee.

9. RESOLUTIONS

There were no other resolutions to be considered.

10. DATE OF NEXT ANNUAL GENERAL MEETING

TBC

The meeting closed at 5.30pm.

Signed: _____

Date: _____