Minutes of the meeting of the Trust Board of the Reigate Learning held at the College on Tuesday 23 March 2026 at 5.30pm

Present: Ms Pat Frankland – Chair
Mr Spencer Bowen – Vice Chair
Mr Alvin Arumugam
Ms Debbie Townley (previously Dalzell)
Ms Kate Fulker
Ms Yvette Robbins
Mr Farouk Durrani
Ms Christine Downton
Mr Chris Whelan - Chief Executive Officer
Mr Nick Clark – Executive Principal

In attendance: Ms Claire Tait (Governance Professional)
Ms Kim Saw (Director of Finance)

Prior to the formal meeting of the Trust Board, Trustees were invited to attend the following briefing/training updates:

16:30 – 17:00 - Careers update (Ellen Wilkinshaw)

17:00 - 17:30 - How disadvantage is identified in College (Catherine Hawkes)

	Agenda items	Action
Formal Agenda Matters		
1	**Welcomes, Apologies for Absence & Declaration of Interests** Apologies were received and accepted from Ryan Bull. The meeting was declared as quorate. There were no declared interests against any of the agenda items.	
2	**Minutes:** (i) It was RESOLVED to approve the minutes of the Trust Board meeting held 9 December 2025 (ii) It was RESOLVED to approve the two sets of confidential minutes of the Trust Board meeting held 9 December 2025	
3	**Summary Action List & Matters Arising**	

MIN	ACTION	UPDATE FOR MEETING 23.09.25
4i	Trustees to be invited to department review meetings, SLT meetings and student/ staff focus groups.	Complete

		5	NC and CT to liaise on recruitment of new Trustees, possibly from the Business Guild	Complete	

BOARD DUTIES & MONITORING OF COLLEGE PERFORMAMCE

4 **Monitoring of College Performance, Risks & Strategic Matters**

(i) Review Current Risk Register (The Register was subject to review at the Audit & Risk Committee meeting)

The '*Risk Register 2025/26'* was received for review (Paper 3). It was confirmed the Audit & Risk Committee at its meeting on 10 March 2026 undertook a review of the Risk Register and there were no changes to the risk scores.

Recruitment has been successful so far with 80% of recruitments for September already made. A second round of recruitment will be required for IT and Sociology teachers.

DT arrived at 5.45pm

It was **RESOLVED** to note the '*Risk Register 2025/26'*

(ii) Chief Executive Report

The report from the CEO (paper 4) provided updates on the following:
- DfE Performance tables for summer 2025
- Ofsted
- Curriculum Reform
- Changes to college leadership
- DfE Digital Standards

The following points were noted:
<u>DfE Performance tables for summer 2025</u>
This is the first time since summer 2019 that a full set of data has been published. The Value Added (VA) score (+0.13) for A-levels falls into 'above average' category, in the top 25%. The VA for disadvantaged students (0) is higher than the national data for non-disadvantaged students (-0.01). The most able students are also performing well. The scores for high needs students are also very good.

Trustees queried the destination data, asking what happens to the 11% who do not go to university/ work/ apprenticeships. It was confirmed that most students are tracked. College attempts three times to contact students.

<u>Curriculum reform</u>
The CEO explained to Trustees the current situation on the curriculum reform, how the current position came about and how V-levels may be introduced. It is still unclear what subjects will be covered by V-levels, or how they are going to be assessed and that needs to be taught. The DfE would like to start in 2027 and introduce subjects over 4 years. The college needs more information to go in the prospectus and inform prospective students and parents. It looks like this information will not be ready in time. Laura MacIntyre will be invited to the December Trust Board meeting to further inform Trustees.

	<u>DfE Digital Standards</u> The DfE have published a set of Digital Standards that all schools and colleges must be working towards, the timeframe for completion is 2030. Most of these standards are good but will cost money. The CEO explained what the college is doing to meet these standards by 2030. It was **RESOLVED** to note CEO report. (iii) KPI Monitoring The '*KPI Monitoring Report'* was received (Paper 5). The report included tracking showing progress being made against set targets. Where available, the report also included year-on-year comparisons between this year and last year. It was **RESOLVED** to note the KPI Monitoring Report. (iv) Update on building project Planning permission has been submitted, the college has dealt with a number of queries and provided evidence as necessary when requested to help with any objections, for examples more detail was required on drainage. The architect has redesigned the building to be more user friendly. The project is ready to go if and when planning permission is approved. The main objections were around the loss of playing facilities, but this can be mitigated by plans for Wallfield site. Trustees asked if the planned changes to the Homebase site to a supermarket would impact the college. It was noted that this will increase traffic and make the road outside college even more unpassable at times. The college may also lose revenue from the refectory if students choose to buy food from the supermarket instead. The main issue is that the local infrastructure cannot manage. The college will contribute to the discussions and plans.	
NON-DELEGABLE DUTIES, STATUTORY AND OR COMPLIANCE DUTIES, AND FUNDING GRANT REQUIRMENTS		
5	**Safeguarding/ Prevent Exceptional Reporting** Nothing to report	
6	**Finance Matters:** (i) Trustees received the minutes from the Committee covering the meeting held 3 March 2026 The new authorisation limits were noted in order to align to the new Procurement act. (ii) Trustees received for review Management Accounts up to 31 January 2026; this had previously been scrutinised by the Finance Committee and there were no further questions. It was noted that reforecasting shows an improved position for the end of the year. It was **RESOLVED** to note the Management Accounts. (iii) Trustees received and **APPROVED** the '*Charging & Remissions Policy 2026/27'*.	
7	**Review of Governance** (i) Trustees received the 'Beyond the Agenda' benchmarking report which reports on a cohort of settings to build shared benchmarks for governance culture, leadership dynamics and board effectiveness. The headlines show that the college is broadly in line with national averages across the board, with nothing notable standing out. The Governance Professional is	

	joining a round table discussion on the national results later this week and will report back if necessary. It was **RESOLVED** to note the report. (ii) Trustees reviewed the External Review of Governance Action plan and noted that most actions were complete and those marked as ongoing targets are ones which will continue to be ongoing. (iii) The Governance Professional advised that the next External Review of Governance (ERG) is due in Autumn 2026 and provided a list of recommended ERG providers. **Action: CT** to obtain quotes.	CT
COMMITTEE REPORTING		
8	**Report from the Reigate College Local Governing Body (LGB)** Trustees received the minutes from the LGB covering the meeting held 3 February 2026.	
9	**Report from the Audit & Risk Committee meeting** Trustees received the minutes from the Committee covering the meeting held 25 November 2025. Trustees agreed to appoint Alvin Arumugam to the Audit and Risk Committee, effective immediately.	
10	**Trustee Link Report Feedback** Trustee reports completed since the last Trust Board meeting were made available, one on teacher training and one on SEND. **Action: CT** to ensure the monitoring report proforma is sent to each Trustee. Trustees reported that it was helpful to speak with other members of the Senior Leadership Team. SLT in turn speak positively of the meetings.	CT
11	**Board Assurance Framework** The Trust Board agreed the following BAF assessments on the reports and agenda items considered at this meeting:	

Paper number	Subject	Board Assurance (yes/no)	RAG rating	Any recommendation(s) or action(s) arising from discussions on the agenda item. Any comment(s) on the quality of the paper(s)/presentation(s) made available for the agenda item.
3	Risk Register	Yes	Green	
4	CEO report	Yes	Green	
5	KPI monitoring	Yes	Green	
6	Finance minutes	Yes	Green	
7	Management Accounts	Yes	Green	
8	Charging and Remissions policy	Yes	Green	
9a	Beyond the agenda report	Yes	Green	

9b	ERG Action plan	Yes	Green	
10	LGB minutes	Yes	Green	
11	Audit and Risk Minutes	Yes	Green	

12	**Meeting Review** Are there any new risks including safeguarding identified as a result of decisions made at this meeting that might impact upon the College's effectiveness? *(If yes these should be assessed by SLT and added to the College's risk register)*. None	
13	**Date of next meeting:** Tuesday 07 July 2026 @ 17.30 followed by a social meal for both Trustees and Members at a restaurant in Reigate (Venue to be confirmed)	

The meeting was closed at 6.40pm