

**MINUTES OF THE MEETING OF THE CORPORATION MEETING
HELD: Thursday 21 October 2021 at 16:00 hours in
4F07 DHB Boardroom**

Present:	In attendance:
Cath Orange (Chair)	Sarah Cooper (Director of People Services)
Paul Ashton (Vice Chair)	Dawn Leak (Vice Principal Development & External Relations)
Paul Birtles	Chris Malish (Vice Principal Finance & Corporate Services)
Steve Roberts	Craig Tupling (Vice Principal Quality & Student Experience)
Billy Khokhar	Asa Gordon (Vice Principal Curriculum)
Chris Webb (CEO)	Marc Gillham (Vice Principal Data & Funding)
Tiffany Lythgow	Sarah McKenzie (Clerk)
Piers Telemacque	Allison McEvoy (Assistant Clerk)
Fiona Thompson	Clive Howarth (ESFA- Observer)
Cuthbert Pazvakavambwa	
Shezad Aslam	
John Williams	
Lendy Ho	
Jevgenija Mironova	
Apologies:	
Habiba Shiraz	
Ann Kendal	
Neil Ward	
Emmanuel Osei Boateng	
David Fearnley	
Richard Woods	
Azim Kidwai	

The quorum was 9 governors

L/J Denotes the time a Governor left/joined the meeting

Item		Action
1.	Closed Session-Independent Governors only	
1.1	A separate confidential minute was taken.	
Housekeeping		
2.	<i>J – Staff governors, student governors and exec team members</i>	
2.1	<p>Chair’s Welcome and Introductions</p> <p>The Chair welcomed, John Williams as newly appointed Chair of Audit to his first Corporation meeting and Marc Gillham to his first Corporation meeting in his newly appointed post as Vice Principal Data & Funding.</p>	

	Clive Howarth (ESFA) was also welcomed to the meeting.	
3.	Apologies for Absence, Declarations of Interest and Written Resolution(s), Chairs action and use of the seal	
3.1	Apologies were made for Habiba Shiraz, Ann Kendal, Emmanuel Osei Boateng, David Fearnley, Shezad Aslam, Azim Kidwai and Neil Ward.	
3.2	John Williams declared an interest in relation to his position on the Askham Bryan College Board, the Corporation noted the disclosure but could not foresee any conflicts of interest.	
4.	Minutes of the meetings held on 15 July 2021	
4.1	RESOLVED: The minutes of 15 July 2021 were approved as an accurate record and can be signed by the Chair.	
5.	Matters Arising	
5.1	The Matters Arising Report was reviewed.	
5.2	Clive Howarth (ESFA) announced that he had some positive news. This was that the ESFA was pleased to recognise that the College had made sufficient progress against the terms and conditions outlined in the most recent issue of the Notice to Improve and that the ESFA now proposes that Bradford College can progress out of Intervention and into Post Intervention Monitoring and Support (PIMS).	
5.3	Governors and the Executive were delighted to receive the news, noting that the decision will be communicated formally in writing.	
5.4	Clive Howarth congratulated the college and thanked the Executive and Corporation for making him feel so welcome and for continuing to engage with the ESFA in a positive and constructive way.	
5.5	The Chair thanked Clive Howarth for his continued support.	
Effective Governance (SR2, SR8, SR9)		
6.	Chief Executive Officer's Report	
6.1	The CEO highlighted and commented on the following areas: <u>Internal Audit Report</u> Strong Assurance with 37 areas of best practice have been identified in the College's most recent safeguarding internal audit report. <u>Safeguarding Audit & Annual Report</u>	

	<p>The College’s Annual Safeguarding Report provides details of the outstanding support that the College is providing students to keep them safe.</p> <p><u>Self-Assessment Report & FE Quality Improvement Plan</u></p> <p>The draft report, reviewed by Quality & Standards Committee details the improvements made in the student experience and whilst the College overall judges itself to be a Good College, there are now a number of areas that are judged to be Outstanding. Subject to further discussion and formal internal review, including governors, this will be brought back to the full Corporation for approval in December.</p> <p><u>Student Recruitment</u></p> <p>There has been good recruitment to the 16-18 student target, the quarter 1 Apprenticeship target and the Adult Education and Adult Learner Loans targets. HE recruitment has fallen significantly from last year and is forecast to be well below College target.</p> <p><u>2020-21 Quarter 4 Forecast & Bank Covenants</u></p> <p>Quarter 4 forecast budget out turn is looking positive, with nearly all KPI’s met. Income is likely to be significantly above budget, in large part due to the £1.5m Government Capital Grant received last year. Expenditure is forecast to be significantly lower than budget (£1.9m lower) and Cash forecasts are predicted to be almost £2m higher than budget. The College looks to be returning a solid 2020/21 Financial Performance.</p> <p>The CEO advised that College is anticipating an Ofsted inspection at any time.</p>	
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p>Data dashboard</p> <p>The VPF&CS presented the 2020-21 data dashboard, reflecting that:</p> <ul style="list-style-type: none"> • ESFA 16-19-HE Student numbers were lower than plan. • AEB student numbers were identified as a financial risk by F&GP Committee. • FE to HE Progression rates are lower due to uncertainties with COVID. • Overall improvement in attendance which should come out as strong in the next Q&S Committee papers. • Overall achievement is rated as amber. • Employer of choice areas are all rated as green. • Delivered our overall financial targets, however this could be potentially breached due to the bank covenants issue. • Staff costs as a percentage of income had slightly increased. <p>Governors commented that there were areas of the dashboard in red that related to Covid and that there probably needs to be a way of recalibrating activity as we adjust to living with Covid.</p>	

7.3	<p>The VPF&CS asked for feedback relating to the presentation of the data dashboard.</p> <p>ACTION: To move the target column so it follows the 19/20 column.</p> <p><i>J-TL</i></p>	VPF&CS
Committee Reports		
8.	<p>Audit Committee- 16 September 2021</p>	
8.1	<p>The Chair of the Audit Committee provided an update on:</p>	
	<p>a) Draft minutes of meeting – 16 September 2021</p>	
	<p>These were included in the pack for information and background.</p>	
8.2	<p>Q. In relation to the fraud response highlighted in the minutes, are you confident all is well from an audit perspective?</p>	
	<p>A. Yes, very much so.</p>	
8.3	<p>b) Internal Audit Reports</p>	
	<p>The internal audit reports were shared with the Corporation for information and assurance. There had been 3 internal audit reports and 2 were rated as Strong assurance. The Audit Chair advised that the reports had all been excellent and that it was a great position to be in from an audit perspective. He added that the Annual Internal Audit report had received the highest achievable rating.</p>	
	<p>The Audit Chair congratulated the VPQ&SE on an outstanding Safeguarding Report.</p>	
	<p>The Audit Chair advised that the internal audit service was in the final year of the current contract. In line with the approved policy, the Clerk had been asked to commence the procurement exercise for the internal audit service from 2022-23 onwards.</p>	
8.4	<p>c) Regularity Self -Assessment Questionnaire (RSAQ)</p>	
	<p>The Audit Committee recommend the completed questionnaire to the Corporation for approval. There had been some additional questions and responses relating to Covid added in to the RSAQ since the Audit Committee had met.</p>	
8.5	<p>RESOLVED: The Regularity Self- Assessment Questionnaire is approved and can be signed by the Chair of Corporation and Accounting Officer.</p>	
8.6	<p>d) Anti- Bribery Policy</p>	

<p>8.7</p> <p>8.8</p> <p>8.9</p> <p>8.10</p>	<p>The Corporation reviewed the Anti-Bribery Policy that had been updated to split out the policy from the procedure.</p> <p>The Audit committee recommended the Anti- Bribery Policy to Corporation for approval.</p> <p>RESOLVED: The Anti-Bribery Policy is approved.</p> <p>Q. How is the College ensuring that staff have access to understand what is expected of them with regards to policies?</p> <p>A. As part of the induction process staff are required to affirm they have seen certain key policies. There is a new staff intranet in place with a key word search for ease of accessing policies. The College has also recently launched a new learner manage system which is much more accessible and relatable than the previous system.</p> <p>e) Anti- Fraud Policy</p> <p>The Audit committee recommended the Anti- Fraud Policy to Corporation for approval.</p> <p>RESOLVED: The Anti-Fraud Policy is approved.</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p>	<p>9. Search and Governance Committee- 23 September 2021</p> <p>The Chair of the S&G Committee provided an update on:</p> <p>a) Draft minutes of meeting –23 September 2021</p> <p>These were included in the pack for information and background.</p> <p>b) Annual Governance Report 2020-21</p> <p>The Annual Governance Report was shared with the Corporation for information. The Clerk gave a brief summary of the work that had been done over the last year including:</p> <ul style="list-style-type: none"> • Increasing the diversity of the membership • Good attendance by governors • Policies and procedures reviewed and approved • Introduction of the link Governor scheme • The external board- review • The Chair’s appraisal • The Corporation self-assessment <p>c) Succession Plan</p> <p>Following individual governor discussions with the Clerk, the Search and Governance Committee considered the term of office dates for members</p>	

<p>9.4</p> <p>9.5</p> <p>9.6</p> <p>9.7</p>	<p>alongside any role vacancies. The Committee made the following recommendations to Corporation for approval.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a. Paul Ashton’s term of office is extended to 16 December 2021 b. Paul Birtles is appointed as Vice Chair of Corporation from 17 December 2021 for a term of 2 years. c. Neil Ward is appointed Chair of F&GP Committee for a period of 1 year from 17 December 2021 and then review. d. Ann Kendal’s term of office is renewed for a further 4-year term to end on 17 October 2025. e. That Cath Orange is re-appointed as Chair of Corporation for a further term of 2 years to end on 23 December 2023. f. Steve Roberts’ term of office is renewed for a further 4-year term to end on 13 May 2026. g. That the recruitment of a new staff governor takes place to replace Piers Telemacque from 28 March 2022. <p>d) Procedure for the appointment of governors</p> <p>Following the external consultation on governance, and perusal by the Clerk, new Procedure for the Appointment of Governors had been developed which aligns with the Instrument and Articles. It was agreed that the Procedure would be useful in managing the recruitment of governors and that it should be shared with potential applicants and published on the College website.</p> <p>RESOLVED: The Procedure for the Appointment of Governors is approved.</p> <p>e) Governance Quality Improvement Plan 2021-22</p> <p>The Clerk provided an overview on the areas of the plan that were recommended to be a focus over the next year:</p> <ul style="list-style-type: none"> • Governance Stakeholder Engagement Strategy • Skills Audit Enhancement and Succession Planning • Governors’ CPD • Induction of New Governors • Reports and Information • Increased governor interaction with students and staff <p>There was a discussion around how Governors could liaise with staff and students in different ways and the Staff Governor said she would be happy to host a visit to one of her lessons.</p>	
---	---	--

<p>9.8</p> <p>9.9</p> <p>9.10</p>	<p>RESOLVED: The Governance Quality Improvement Plan 2021-22 is approved.</p> <p>f) Arrangements for obtaining the views of students and staff</p> <p>The Clerk advised that this was a new document for the College and a requirement of the College’s Articles of Government (Article 3.1) – <i>to publish the arrangements for consulting with students and staff at the College on the determination and periodic review of the educational character and mission of the College and the oversight of its activities.</i></p> <p>RESOLVED: The document, Arrangements for obtaining the views of students and staff is approved.</p>	
<p>10.</p> <p>10.1</p> <p>10.2</p>	<p>Quality & Standards - 7 October 2021</p> <p>The Chair of the Q&S Committee provided an update on:</p> <p>a) Draft minutes of meeting – 7 October 2021</p> <p>These were included in the pack for information and background.</p> <p>The Q&S committee had reviewed the Data Dashboard. The key points to note were:</p> <ul style="list-style-type: none"> • Overall Achievement has slightly improved on 19-20 • Retention has risen by 3.3% • Pass rates at 91.1% has currently dipped by 1.3% however this is forecast to increase following delayed assessments. • High grade rates have increased, an overall 17.9% increase over the last four years. • 16-18 overall achievement has declined slightly on 19-20 by 2.5% this is primarily down to poor retention in A level provision • Improvement is forecast in 19+ achievement on 19/20 currently at 88.5% but forecast to rise to 93.3% once all delayed assessments have been completed and claimed. • Apprenticeships in year success is currently 65.4%, with a best case of 75.3%. Overall success at the end of 19/20 was 61.9%. The success rate for 20/21 rate is above benchmark for all institutions based on published success rates of 64.2% across 19/20. • Governors had agreed that there were some excellent results. • The Q&S committee is very mindful of areas of exposure and are looking at what can be done to mitigate those areas. <p>The Q&S Committee had reviewed the draft FE Self-Assessment & Quality Improvement Plan and had a detailed discussion around the self-assessed scoring. It was noted that due to an element of cautiousness, the figures did not always reflect as positively as perhaps they could.</p>	

10.3	The Q&S Committee agreed that it would await the outcome of the external SAR validation panel in November 2021 (of which Governors were going to be invited to be part of) before presenting the final version of the document to Corporation for approval.	
10.4	<p>Governors gave particular attention to curriculum and the VPC advised that the curriculum is constantly evolving and highlighted the following issues and actions in the area:</p> <ul style="list-style-type: none"> • Focus on growing critical skills in FE • 18-24 unemployment remains an issue in the Bradford area • Currently looking at level 2 curriculum for next year • Focus on a fast track to T-level programme • T-level plan to start in early years construction next year • Developing Maths and English skills • High level delivery on apprenticeships • Focus on A-level provision 	
10.5	<p>Q. Are we using our experience from Covid to improve our blended learning?</p> <p>A. With the implementation of digital learning, skills development, online resource, we are in a much stronger position if we were to go back into a lockdown due to the number of digital programmes we now have.</p>	
10.6	The CEO suggested that governors review the curriculum plan now and bring their inputs for incorporation in the plan to the Strategic Planning Event in January 2022.	
10.7	The VPQSE advised that the caution around the SAR rating was related to the comments from the previous Ofsted inspection.	
10.8	<p>Q. Do we benchmark our attendance figures against other colleges?</p> <p>A. There is no benchmark available for attendance.</p>	
10.9	The Q&S Chair advised that Governors had been impressed by the agility of the college in response to the pandemic conditions and adapting to blended learning. It was also noted that the College's performance around learner support had been excellent.	
10.10	<p>The Q&S Chair also updated Corporation on:</p> <ul style="list-style-type: none"> • The College had received confirmation that the £492k funding that was part of a bid through the WYCC has been approved and will bring around £70-80k into the College to support the learning teaching and assessment area. • The majority of FE complaints were resolved at the informal stage of the procedure. • The majority of HE complaints were resolved at Stage 1 of the procedure. 	

	<p>Nationally, overall satisfaction in the NSS survey fell 9.0% to 74.89%; meanwhile for the College the equivalent figure rose to 75.00%. Whilst a small improvement in absolute performance, of 0.2%, this reflects a marked swing against the national trend. This is the first time the College has been above the national average. There has also been a rise in 142 places in the league table.</p> <ul style="list-style-type: none"> Processes are working well in the student voice plan with the staff at the Student Forums to voice any issues and collate feedback. 	
10.11	<p>Q. What approach are we taking on delivering curriculum and attendance in blended learning?</p> <p>A. We currently have 70% face to face, 20% online and 10% blended learning. Attendance is being closely monitored across all areas.</p>	
10.12	<p>Q. Could governors be invited to attend the student forums?</p> <p>A. The VPQ&SE is currently considering how to include governors in the student forums.</p>	
10.13	<p>b) The Annual Safeguarding Report 2020/21</p> <p>The Q&S Chair provided an overview of the Annual Safeguarding Report 2020/21. The Governors welcomed the report and recognised that it is a strong area for the College. The Corporation Chair noted that it was an excellent report and asked the VPQ&SE to thank everyone involved.</p>	
10.14	<p>Q. Why have the number of interventions tripled since 2019?</p> <p>A. The Safeguarding team have been pro-active in running campaigns which have led to a spike in demand.</p>	
10.15	<p>Q. Does the report get sent out anywhere else?</p> <p>A. We use some of the content of the report as part of our local authority reporting.</p>	
10.16	<p>ACTION: That a section on the monitoring systems be incorporated in to next year's report.</p>	VPQ&SE
10.17	<p>c) Safeguarding Policy & Procedure</p> <p>The VPQ&SE presented the Safeguarding Policy & Procedure advising that the document has been updated in line with the latest release of Keeping Children Safe in Education (KCSiE) 2021.</p> <p>The Q&S Committee recommend the Safeguarding Policy & Procedure to Corporation for approval.</p>	
10.18	<p>RESOLVED: The Safeguarding Policy & Procedure is approved.</p>	

<p>10.19</p> <p>10.20</p>	<p>d) Equality, Diversity & Inclusion Policy</p> <p>The VPQ&SE presented the Equality, Diversity & Inclusion Policy which had undergone its annual review, noting that there were no suggested changes.</p> <p>The Q&S Committee recommend the Equality, Diversity & Inclusion Policy to Corporation for approval.</p> <p>RESOLVED: The Equality, Diversity & Inclusion Policy is approved.</p> <p><i>L -PT</i></p>	
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>Finance & General Purposes Committee – 14 October 2021</p> <p>The Chair of the F&GP Committee provided an update on:</p> <p>a) Draft minutes of meeting – 14 October 2021</p> <p>These were included in the meeting pack for information and background.</p> <p>The F&GP chair drew the Corporation’s attention to item c (2020-21 Q4 Forecast), advising that there had been an in-depth discussion on the issue at the F&GP Committee meeting. He also informed the Corporation that there was a Bank Covenants training session being held on 11 November 2021 to provide governors with a better understanding of the bank covenants and urged members to attend.</p> <p>b) Student Recruitment 2021-22</p> <p>The VPD&ER provided an update on Student Recruitment noting that the data and commentary is headline as the main recruitment period does not finish until the end of October and that the early results days has elongated the recruitment period.</p> <p>Early Indications reported were:</p> <ul style="list-style-type: none"> • 16-18 recruitment is currently at 3,667 and continues to recruit (day 42 target of 3,400). The incidents of late enrolments are higher this year than in previous years and there is a risk in the first 6 weeks of students withdrawing. The funding return at the beginning of November will confirm the student numbers. • Adults is recruiting well across all three funding streams and there is confidence that the targets will be hit. Close monitoring of the individual funding lines (devolved adults, learning loans and skills guarantee) lines are crucial throughout the year. • HE recruitment is significantly down by circa 300 students and the budgeted income of £9.2m will not be achieved, expecting to outturn at around £7.6m • Apprenticeship recruitment has had a positive start to the year and are ahead on recruitment for Q1 and expected to meet target. • The College had recruited an additional 77 A-level students since the report was produced. 	

11.3	<p>c) 2020-21 Quarter 4 Forecast</p> <p>The VPF&CS presented the 2020-21 Q4 Forecast noting a number of items to highlight:</p> <ul style="list-style-type: none"> • The cash position is strong • Due to the application of the accounting policy applied to the £1.5m grant, the forecast income moves to £47.1m and the forecast outturn moves from £0.1m deficit to a £1.4m surplus resulting in the bank covenants being met 100% • The College is seeking to recoup £600k of the £900k AEB clawback which could further strengthen the position 	
11.4	<p>The Corporation had an in-depth discussion about the impact of paying down the debt that had been discussed at the previous meeting of the F&GP Committee and the impact on meeting the bank covenants. It was explained that the RF agreement requires both the bank and the ESFA to agree to paying back of the loan and that in discussions with both parties it was clear that the bank was largely supportive of the College in paying down the loan but that the ESFA had not yet given its support, stating that the College should await the outcome of the stage 2 Capital Transformation Fund bid and its position on recruitment for the 2021/22 academic year.</p>	
11.5	<p>Members noted that the College was in a difficult position and that the Exec were continuing discussions with both parties with the aim to arrive at an agreement that would be in the best interests of the College and the taxpayer.</p>	
11.6	<p>Additionally, it was noted that the bank covenants need to be reset given the budget that was approved in July 2021, but that this exercise would also be influenced by the outcome of the loan repayment decision and so could only happen sequentially. Meanwhile there is a need for governors to be kept apprised of the College’s position against the current bank covenants and the headroom before a potential breach. Governors were informed that if the capital grant received in 2020/21 was not treated as income (accounting policy, previously approved by Corporation) the College would have breached the loan covenant for Debt to Income. Whilst there have been previous breaches a waiver has been in place prior to the breach, without a waiver in place any breach at the year- end test period (31st July) would mean all outstanding loans with the bank would be treated as due within the next 12 months (as the bank could demand immediate repayment) and could result in a financial health score of inadequate, potentially triggering further intervention by the ESFA.</p> <p>It was noted that the relationship with the bank and the timing was key and governors requested that the College obtains a letter of comfort from the bank in relation to any forecast covenant breaches.</p>	

	<p>The CEO reassured governors that he and VPFC&CS, along with the College’s appointed Turnaround Director were seeking to gain agreement and consensus between the PMO/ESFA and the College’s Bank which seemed to be at the heart of the impasse in reaching agreement on using the cash to make a loan repayment. It was reported that meetings had been scheduled with the ESFA and with the bank where conversations will hopefully be progressed.</p> <p><i>L-CT</i></p>	
11.7	<p>The F&GP Chair advised that there had been a good discussion on the People Strategy update at the last F&GP Committee meeting. The DPS highlighted key points from the People Strategy update:</p> <ul style="list-style-type: none"> • With reference to the data dashboard, all KPI results are positive. • In FY2020/21 the college achieved its best ever attendance at work levels with sickness absence reducing to 3.8% ahead of the RF target of 4%. This was further improved in FY20/21 to 3.2%, although the impact of Covid-19 and working from home will have contributed to this improvement. • Trade Union relationships continue to improve and remain positive. • Overall staff engagement continues to improve and staff are more confident providing feedback. <p>The Chair congratulated the DPS and team on the continued transformation in this area.</p>	
11.8	<p>The VPF&CS provided a brief update on the Estates Strategy and highlighted that the capital transformation bid stage 2 had been submitted and that an outcome was expected by Christmas.</p>	
11.9	<p>d) 2022/23 HE fees policy</p> <p>The F&GP Chair presented the 2022/ 23 HE fees Policy and advised that there had been two key updates to the policy:</p> <ol style="list-style-type: none"> 1. An addition of a flexible discount to attract employers subject to approval and meeting financial regulations 2. Inclusion of the compensation policy. <p>The F&GP Committee recommended the 2022/23 HE fees policy to the Corporation for approval.</p>	
11.10	<p>RESOLVED: The 2022/23 HE fees policy is approved.</p> <p><i>L-TL</i></p>	
Compliance		
12.	Health and Safety annual report	
12.1	The DPS provided a summary of the Health and Safety Annual Report.	

<p>12.2</p> <p>12.3</p>	<ul style="list-style-type: none"> • The year was dominated by the Covid-19 pandemic and associated risk assessments and control measures. • The initial Phase 1 and 2 reopening plans for the college were robust and well thought out and the Team continue to provide leadership on this to ensure the ongoing safety of all our staff and students and we currently operate under Phase 7 updated plans following the end of most Covid-19 measures. • Additional support and guidance had also been provided for staff with disabilities, those with underlying health conditions and any pregnant staff as needed. • There were 14 accidents recorded during 2020/21. • There was 1 RIDDOR reportable accident in 2020/21. • All statutory compliance checks have been completed by the Estates Team. These are audited on a regular basis by Health and Safety. • The sickness absence figure for 2020/21 was 3.2% which was the best-ever College performance. The number of long-term sick is also at the lowest ever levels. <p>The Chair congratulated the teams on their exceptional response during the pandemic.</p> <p>Governors were keen to understand if there were any trends relating to the location of buildings and trends in accidents across the year. The DPS advised that the figures had been monitored and there were no trends in the accidents related to a particular department, task or campus site.</p>	
<p>13.</p> <p>13.1</p> <p>13.2</p> <p>13.3</p>	<p>GDPR annual report</p> <p>The CEO provided a summary of the GDPR Annual Report.</p> <p>During the academic year of 2020/21 there were 75 DSAR (data subject requests), 29 FOI (freedom of information) requests and there were no recorded data breaches.</p> <p>There is no cyber essentials certification in place. The certificate was received in May 2020 following an independent verification to the College's self-assessment. The College was unsuccessful in renewing this. This was due to out of date policies and issues around access control. These are currently being addressed and the college aims to renew this accreditation by January 2022.</p> <p>The CEO advised that the newly appointed VPD&F is taking on the position of Data Protection Officer as part of his role and wished him well.</p>	
Risk		
<p>14.</p>	<p>Strategic risk monitoring</p>	

14.1	The Corporation reviewed the strategic risk register. Each committee had reviewed the risks for which they have oversight, recommending the following changes to the Corporation: <ul style="list-style-type: none"> the addition of 'Unable to access IT resources as a result of a cyber-attack' to SR 10. To reflect the ongoing discussions around the bank covenants into 2021-22 the likelihood score was increased from 3 to 4 resulting in SR1 'Inability to maintain financial sustainability' moving to red. 	
14.2	RESOLVED: The proposed changes to SR1 and SR10 were accepted and approved by the Corporation.	
Reports from Subsidiaries/Joint Ventures/Committees*		
15.	The following subsidiary company reports were shared within the meeting papers for information:	
15.1	a) Inprint & Design - 27.07.21 b) Equality & Diversity Committee – 05.07.21 c) Health, Safety & Welfare Committee – 01.07.21 & 16.09.21 d) Joint Consultative Committee – 08.07.21& 23.09.21	
15.2	Governors received and noted the reports.	
Matters of note		
16.	Any other business	
16.1	Financial Regulations – due to the DCEO having left and the VPF&CS being appointed, the Clerk requested that the Corporation gives it approval to replace the title DCEO with VPF&CS in the Financial Regulations so that the VPF&CS is provided with the authority as set out for the DCEO in the Financial Regulations.	
16.2	RESOLVED: That the title DCEO is replaced by VPF&CS in the Financial Regulations.	
16.3	The Safeguarding lead Governor is taking a short leave of absence due to personal circumstances and the Audit Chair, who has experience in this area will temporarily take over the role.	
16.4	The Chair advised that there will be a dinner held at the College restaurant <i>The Grove</i> on the 11 November which will provide an opportunity for governors to meet students and staff.	
16.5	The Chair closed the meeting at 18.48	
17	Meeting Evaluation	Assistant Clerk

17.1	Link to the meeting evaluation form to be circulated via email.	
------	---	--

Approved by the Corporation:

C. Orange
Signed by the Chair

5.1.2022
Date

Agreed Actions

No	Minute	Action	Who?
1	7.3	Data Dashboard - To move the target column so it follows the 19/20 column.	VPF&CS
2	10.16	Safeguarding Annual Report - That a section on the monitoring systems be incorporated in to next year's report.	VPQ&SE
3	17.1	Link to the meeting evaluation form to be circulated via email.	Assistant Clerk