

Minutes of Corporation Meeting 28 March 2023 at 6.30pm at Merton College

(All resolutions passed were the unanimous decision of the Governors present unless otherwise stated)

Meeting	Corporation			
Date	28 March 2023			
Key Meeting Outcomes				
Members present	Mr R. Foulston (RF) - Chair Dr J. Brumwell(JB) Mr D Cheema (DC) Ms K. Driver(KD) Ms H. Harper(HH) Prof H. Laville(HL) Mr J. Marshall (JM)	Mr P. Mayhew-Smith - Group Principal / CEO (PM-S) Ms W. Miles (WM) Ms M. Savage (MS) Mr K. Shipman(KS) Mr M. J. Stone (JS) Ms C. Streliaev-Pivetta(CS-P) Mr G. Willett (GW)		
In Attendance	Mr T .Plarre (TP) Mr R. Greenaway(RG) Mr J. O'Shea(JO) Ms J. Percival (JP) Ms S. Marfe (SM) For Item 4.3 Mr D. Thornton(DT) For Item 3.1 Mrs H. Meredith (HM)	-Student Governor Elect - Deputy CEO - Principal, Kingston College and South Thames College - Interim Principal, Carshalton and Merton Colleges - Head of Governance		
1.	WELCOME, APOLOGIES AND DECLARATION OF INTEREST			
1.1	Apologies were received from Cllr Akinola, Cllr Fraser, Ms Garwood, Cllr Gordon, Cllr Holt, Mr Mohamed and Mr Monger-Godfrey. Mr Azah and Ms Francis were absent from the meeting HM confirmed that the meeting was quorate . RF welcomed TP to his first meeting following his election as Student Governor Elect.			
1.2	DECLARATION OF INTEREST Interests previously declared by Governors were noted. Governors confirmed that they did not have any other new pecuniary or other interest in any item on the agenda other than interests which have previously been declared.			
2.	MINUTES OF CORPORATION MEETING OF 8 DECEMBER 2022 & MATTERS ARISING			
2.1	Accuracy. The minutes were accepted as an accurate record and were signed by the Chair.			
2.2	Matters arising the action log was reviewed and the actions below were noted:			
	HM to circulate dates for the year's student council meetings for 1 or 2 governors to attend each meeting	HM	Christ-mas 22	Actioned & governors have been attending meetings
	PM-S to take student voice to the SLT to agree how best to develop governor student engagement and for themes from students across college to be reported to governors	PM-S	Feb 23	PMS and CH met with KM, new link governor for learner voice. KM will be attending student council meetings regularly
	Some of the terminology to describe student groups in the QLS e minutes – such as white students, 'mixed race' needs to be checked	JM	End Nov 2	STCG is bound to the Terminology used by the funding bodies
	PMS to find out whether an additional capital grant of £600k for improving energy efficiency would have been received without the ONS reclassification.	PM-S	March 23	A second grant has since been received -the grants total £2m and are a result of re-classification
	Attendance KPI should be changed to red	RG	Dec 22	Actioned
	Action is needed to make the appraisal process more effective	PM-S / CPs	March 23	PMS reviewing this with DF and JAM to improve this next year. Completion has increased- see KPI dashboard
	Review the Equalities Data and how old this is	RG	March 23	Up to date data on the KPI dashboard
3.	GOVERNANCE			
3.1	Governance KPI dashboard			
3.1.1	RG presented a summary report introducing the new online dashboard which governors will be able to access. Of the 8 KPIs, one is now RAG rated Green (Student Participation) and six are Amber. The Teaching and Learning KPI has moved to Amber due to the current student attendance rates.			

	There is one KPI area (Stakeholder Opinions) where further work is required to make an assessment.
3.1.2	DT presented the new automated KPI dashboard (Version 1) . Most of the system is now available and provides detailed “drill down” information to support the KPI assessments, Information Services. The dashboard can be accessed by governors at a link to be included on the Governance Pages on SharePoint. The data is linked to EBS, ProAchieve and finance data. Enrolment data will go live in August. Achievement can be filtered down by course, BAME and Care Leavers.
3.1.3	Governors commended DT on this excellent piece of work recognising the huge amount of work needed to create this. JS suggested using this during the SAR process and DT confirmed that this will be used each week in all quality meetings. Governors commended this as a very powerful tool representing a huge step forward. CSP asked whether this replaces the Quality Dashboard and DT confirmed that this will replace it. KD asked whether the dashboard will show trends over time. RG suggested he builds a tracker style report to answer that in the covering report for each Corporation meeting. KS commented on the 4 or 5 fields of HNS data and the different definitions used for that data.
3.1.4	KS asked whether this is updated live. DT said that although not live the data is updated at different frequencies e.g. data for mandatory training is updated weekly.
3.1.5	Governors suggested holding some training on this for newer governors or possibly holding this at the start of next term’s committee meetings to show the relevant data for each meeting . DT offered to do this .
3.1.6	MS asked about the BAME and HNS achievement data and whether they should be minus figures. DT confirmed they should be minus figures.
3.1.7	DT confirmed an aim to create a safeguarding tab but adding data for that is proving challenging.
3.1.8	RG suggested updating the Board Assurance Report due to cross-over between Risk and KPI reporting.
3.1.9	It was <u>RESOLVED</u> to note the dashboard. <i>DT left the meeting at 18.56pm</i>
3.2	SEARCH AND GOVERNANCE COMMITTEE KD moved the adoption of the minutes of the Search and Governance Committee Meeting of 24 January 2023 and RF moved the adoption of the minutes of the Interview Panel of 16 March 2023.
3.2.1	<u>Accuracy of Minutes</u> the Minutes were accepted as an accurate record. Following recommendations from the January minutes it was <u>RESOLVED</u> to approve: <ul style="list-style-type: none"> • Revised Terms of Reference for Senior Postholder Selection Panel (in papers as Item 3.3) • The re-appointment of Rob Foulston and John Stone as governors for a four-year term of office from 1st August 2023 • The appointment of Rob Foulston and Sunita Gordon as Directors of KSEP Ltd and KCTC Ltd • Governors to note the proposed timetable for election of Corporation Chair and Vice-Chairs this summer(in papers as Item 3.5) • Ofsted training for governors fixed for 21 April by Teams at 12.30pm
3.2.2	Following recommendations from the March minutes it was <u>RESOLVED</u> to appoint two new governors with effect from 1 st August 2023: <ul style="list-style-type: none"> • To appoint Lisa Lopez and Samantha Axbey as skills-based governors with effect from 1 August 2023 until 31 July 2027 • To invite Lisa to join the Remuneration Committee and ideally to Chair the Remuneration Committee and to join the Finance, Planning and Resources Committee • To invite Samantha to join the Safeguarding, Wellbeing and Equalities Committee and to become the Lead Governor for Safeguarding

3.2.3	<ul style="list-style-type: none"> That the Remuneration Committee should appoint an external co-opted member to provide an additional layer of independence and fairness to the process of determining senior pay. JM suggested that this should be someone from the FE sector. KD suggested scoping this role. RF also suggested bringing Remuneration items forward on future Corporation Agendas rather than leaving these important decisions to the end of the evening. <p>It was RESOLVED to adopt the minutes.</p>
3.3	SENIOR POSTHOLDER SELECTION PANEL
3.3.1	KD suggested adding that a panel member should have completed Safer Recruitment Training.
3.3.2	Subject to making that amendment it was RESOLVED to approve the revised Terms of Reference for the SPH Selection Panel
3.4	DIRECTORS FOR KCTC Ltd and KSEP Ltd
3.4.1	It was RESOLVED to appoint Rob Foulston and Sunita Gordon as Directors of KSEP Ltd and KCTC Ltd.
3.5	ELECTION TIMETABLE FOR CORPORATION CHAIR AND VICE-CHAIRS SUMMER 2023
3.5.1	RF explained that the Committee had agreed that any governor who would like to stand in future for election as Chair of the Corporation was encouraged to find out more about the role from Rob Foulston and to consider standing for election as Vice-Chair this summer. As agreed at the last Committee meeting, with succession planning in mind, RF had spoken to JS about JS potentially taking the Chair in due course and to consider standing as Vice-Chair in the meantime, but re-iterated that this would not preclude other governors from standing for election as vice-chair this summer or Chair in due course.
3.5.2	It was RESOLVED to note the timetable for election of Corporation Chair and Vice-Chairs.
3.6	All governors were reminded to complete the annual Skills Audit form 18 th April . This is available electronically at this link : https://forms.office.com/e/pvNKVjdePC
4.	Strategic Objective- – CURRICULUM DEVELOPMENT STRATEGY TO DELIVER GROWTH & CONTRIBUTE TO LSIPs
4.1	UPDATE ON DRAFT LONDON LSIP, EMERGING LOCAL, REGIONAL AND NATIONAL SKILLS PRIORITIES, TIMELINE/ PROGRESS UPDATE ON ACCOUNTABILITY STATEMENT
4.1.1	PM-S presented a report detailing how STCG is engaging with the LSIP development process in London, in the South London sub-region (SLP) and with Local Authorities. PM-S reported that the four emerging priority skills areas have been identified as : <ul style="list-style-type: none"> Construction, Health and Social Care, Digital and Education
4.1.2	The ERB was due to present its findings on these priority areas which PMS will use to write a first draft Accountability Statement including impact measures to form the basis of a bid for a local Skills Investment Fund Grant. STCG will lead the bid for the single allocation for the sub-region. Providers have to collaborate in developing an integrated skills system in the sub-region.
4.1.3	PMS reported on Employer Forums and the Green Skills Conference held this term- details were included in the Skills position statement (see Item 4.2.2) . JO reported that the proposal obtained for a CRM system for the Group proved very expensive and not suitable for the college.
4.1.4	KD asked about employer engagement and the sequencing of actions and the impacts of these. PMS confirmed that it is quite reactive - employer responsive provision. WEX placements have measurable impacts . JS reported that a presentation on the information flows and how this is sequenced have been promised for the strategy meeting on 25 May. JS suggested that the Group needs to do focussed workforce development to respond to employer demands.
4.1.5	MP asked for evidence to be added to the Skills Position Statement about the impact of employer engagement on developing the curriculum. PMS agreed that the Group should look at that.

4.1.6	The Corporation will be asked to approve the Group's Accountability Agreement at the meeting on 25 th May 2023.
4.1.7	It was RESOLVED to note this update.
4.2	EMPLOYER ENGAGEMENT, CRM PROGRESS UPDATE & SKILLS POSITION STATEMENT The Employer Engagement and Business Partnership Strategy and Skills Position Statement- were discussed – see Item 4.1 above.
4.3	STRATEGIC AMBITION GROWTH – UPDATE ON APPLICATIONS FOR 2023-24
4.3.1	The update report provided an overview of 16-18 and undergraduate applications, compared to the same point the previous year. This reported that the data evidences a direct link between market-led innovation and current application trends. The majority of application growth is attributed to new provision developed to respond to market needs with applications for T Levels picking up and A Level pathway courses receiving high numbers of applications. The college is planning for moderate level growth in these courses.
4.3.2	Undergraduate applications remain lower than last year, as had also been reported to the HE Committee.
4.3.3	SM took questions from governors including: <ul style="list-style-type: none"> JM asked about the reason for the drop in applications for electrical and construction at Carshalton. SM confirmed that this was due to not making internal progression offers to students with behaviour issues. JS asked for any update on any students dropping out of the first year of A Level sociology and JO confirmed that about 5 students are causing concern. JO confirmed that the main reason that the Group re-introduced A levels is the demand for these. Hospitality at Merton cannot recruit students despite the amazing facilities. Significant numbers of students from KC progress to HE and A levels prepare them for it. SM confirmed that the A Level plus courses are not competing with or overlapping with current or future T levels. DC asked if the uplift in applications marks a halt in the trend of declining student numbers. SM confirmed that if enrolment goes well this year then this will be a new upwards trend. Governors cautioned however that 16-year olds mark the start of a 4 -year demographic bulge and that numbers of 16-year olds in education locally will drop in 4 years' time <p>RF thanked SM for this report. <i>SM left the meeting at 7.22pm</i></p>
5.	STRATEGIC OBJECTIVE- ENHANCE THE QUALITY OF EDUCATION
5.1.1	MINUTES OF QUALITY, LEARNING & STANDARDS COMMITTEE GW moved the adoption of the minutes of the Quality, Learning and Standards Committee meetings of 31 January and 9 March 2023.
5.1.2	<u>Accuracy of Minutes</u> the Minutes were accepted as an accurate record. Key issues discussed were: ATTENDANCE on 16-18 study programmes at Carshalton and South Thames Colleges (just under 80%)and Group attendance for English and Maths GCSE (70%)is too low . The Committee asked in January for the main reasons why students are absent and what is being done to address this. The March meeting discussed the main reasons and action being taken to address this. JO confirmed that the Group is using every initiative possible to address this and that attendance is improving but that English and Maths attendance remains too low.
5.1.3	NTI updates <ul style="list-style-type: none"> Apprenticeships -2 areas of concern: plumbing at Carshalton and Engineering at Kingston. Group Forecast achievement rates 59.6% (2% less than at this time last year) The Committee had challenged whether this is Good provision – see also Item 5.3 below Construction at Carshalton and STC- first year these have been an NTI area.
5.1.4	T Level implementation- update on preparation for T-level delivery including CPD and industry visits for staff. More work is needed to help parents and employers understand T levels

	Some T levels due to start in September 2023 at other colleges had been delayed by the DfE due to concerns about quality.
5.1.5	RETENTION remains high: 16-18 91.3% 19+ Adult 92.6%
5.1.6	VALUE ADDED Scores indicate value-added performance within the bottom 25% of the National benchmark. The 2021/22 STCG ALPS Score declined to a 7 (6 in 2020/21). The forecast value-added grades for the Group for 2022-23 is 7. The committee pointed out that this needs to improve to achieve the aspiration of becoming an outstanding college.
5.1.7	LEARNER VOICE SURVEYS- Induction and Mid-year High satisfaction ratings and feeling safe ratings. Lowest satisfaction rate about individual (1-2-1) meetings on progress at least once per term
5.1.8	PROGRESSION AND DESTINATION 2021-22 11,000 students were contacted. Of those who replied 87.1% progressed to a positive destination
5.2	QUALITY ASSURANCE SUMMARY REPORT (QSAR)
5.2.1	The QSAR (to end February 2023) was reviewed by the QLS Committee in March (in papers as Item 5.2). These are new half-termly summaries. The Committee had commended the college for the marked increase in the completion of probationary reviews since last term.
5.2.2	It was RESOLVED to note this update.
5.3	OFSTED PREPARATION
5.3.1	JO presented a first draft Mid-Year Position Statement which was still to be reviewed internally. Two areas had been downgraded to Grade 3 Requires Improvement grades: for Apprenticeships and Behaviour and Attitudes, due to low attendance. The report was prepared following the March QLS committee meeting. Apprenticeships are currently forecasting above National Benchmarks and so the grade for that area needs careful consideration. JB asked for the statement that 'all staff 'have received safeguarding training in the last year to be corrected as the KPI scorecard was showing this as 93.1%. MS questioned the 7% retention figure for HNS which JP confirmed was an error - 7% were not retained. HH asked whether behaviour was an issue across the curriculum; JO and JP confirmed that this was in pockets such as Construction at Carshalton.
5.3.2	CS-P suggested sharing best practice on strategies for improving attendance. JP confirmed that Merton College has been sharing best practice but although the same strategies are used at MC and CC, MC has the best attendance in the Group and CC the worst.
5.3.3	JO also circulated a spreadsheet showing summaries of Ofsted inspection reports from other London and local colleges this academic year and preparation for inspection was discussed.
5.4	MINUTES OF HIGHER EDUCATION COMMITTEE
5.4.1	JS moved the adoption of Higher Education Committee meeting minutes of 27 February 2023
5.4.2	<u>Accuracy of Minutes</u> the Minutes were accepted as an accurate record. Key issues discussed were: <ul style="list-style-type: none"> • <u>Growth Strategy update</u> The Group was disappointingly forecasting a decline of approximately 100 HE students for 2023-24 despite some interesting new courses being introduced and there being good course outcomes (Retention 94.1%, Achievement 81.5%) and examiners' feedback. • <u>Teaching Excellence Framework (TEF)</u> –The Group had applied for the new TEF • <u>Strategic Alliances</u> STCG has decided to end the relationship the University of West London due to low student numbers and a very high payment to UWL.
5.4.3	It was RESOLVED to adopt the minutes.
5.5	COLLEGE DEVELOPMENTS REPORTS
5.5.1	Reports from the colleges gave updates on student activities and successes and employer engagement activities. RF noted that JO described his staff and students at KC and STC as

	wonderful and commended these reports for showing the range of student activities going on across the Group .
5.5.2	It was RESOLVED to note these updates.
6.	STRATEGIC AMBITION- PLAN AND DELIVER A SET OF SIGNATURE CHANGES TO OUR DIGITAL PRACTICE
6.1	DIGITAL TRANSFORMATION STRATEGY
6.1.1	The March Q, L & S Committee had an IT demonstration on some digital tools/ applications which teachers use in lessons .
6.1.2	KD asked about measurable outcomes from the Digital Strategy– the impact of this on learners, how they will learn differently and what skills they will pick up. Ms confirmed that the QL& S Committee had also asked this and GW had suggested that this form a presentation at the Autumn Strategy Day for governors. RF asked how the college will measure the impact; JS had suggested some ways to measure that at the QL&S meeting including classroom observations looking at the level of IT use in classes
6.1.3	It was RESOLVED to note the progress update on the strategy.
7.	STRATEGIC OBJECTIVE- STRENGTHEN OUR FINANCIAL RESILIENCE
7.1	MINUTES OF FINANCE, PLANNING & RESOURCES COMMITTEE
7.1.1	JM moved the adoption of the minutes of the Finance, Planning and Resources Committee meetings of 26 January and 16 March 2023.
7.1.1.2	<u>Accuracy of Minutes</u> The Minutes were accepted as an accurate record.
7.1.1.3	<p>The key items reviewed / discussed were:</p> <ul style="list-style-type: none"> • January and February Management accounts – (enclosed as Items 7.2.1 and 7.2.2) The financial position is looking relatively positive in a difficult environment. EBITDA was budgeted for 2.2% but is now forecasting at 3.3%. Cash balances are down due to Capital Expenditure. The Financial Health Assessment this year remains Good. • Budget Assumptions for 2023-24 Prior to the increase in energy costs last year the EBITDA target historically used to be about 6%. JM highlighted that 23-24 will be the second year with a lower EBITDA target; this year's target was reduced to 2% in the budget due to exceptional increases in energy prices. The college has however made significant loan repayments so that a 3% EBITDA target would be more realistic. The budget assumptions include £1.4m for the increase in staff costs due to the impact of the new pay and grading structure and £0.5m extra expenditure on pastoral support for students including safeguarding and enrichment. PM-S pointed out that since the meeting the savings needed to achieve an EBITDA of 3% are higher than forecast and this target may need to be reduced to 2.5% . There was discussion about whether the college needs to budget for a surplus which concluded that this is necessary for reasons including financial discipline , avoiding triggering funding body intervention, meeting bank loan covenants and providing a safety cushion. • Energy Costs update: Forecast £3,160,483 for the current year - reduced due to Government support and a drop in consumption. Estimate for 2023/24 between £3.1m and £3.4m- in line with actual expenditure for the current year. • Reserves Policy –agreed that the College does not need a traditional Reserves Policy and to take no further action in relation to this. • Treasury Report- noted the RCF has been cancelled. Interest on cash on deposit increased significantly. No further investment action currently • Sub-contracting Termly Report- reduction in sub-contracting by £250k as the College's own delivery of AEB has improved significantly in ESOL. <p>The following recommendations were approved</p> <ul style="list-style-type: none"> • To note that the Revolving Credit Facility(RCF) has been cancelled as Treasury consent to draw down against this was refused following the reclassification to the public sector

	<ul style="list-style-type: none"> To approve the budget assumptions including agreeing an EBITDA target of 3% for 2023-4 and for future to reduce the EBITDA target to 3.5% To approve the Fees Policy, Scheme of Delegation and LGPS Discretions Policy (see below)
7.2	JANUARY and FEBRUARY 2023 MANAGEMENT ACCOUNTS It was RESOLVED to note the management accounts.
7.3	FEES AND REFUNDS POLICY It was RESOLVED to approve the Fees and Refunds Policy.
7.4	SCHEME OF DELEGATION It was RESOLVED to approve the Scheme of Delegation.
7.5	LGPS DISCRETIONS POLICY It was RESOLVED to approve the LGPS Discretions Policy.
7.6	ESTATES STRATEGY
7.6.1	JM reported that the Committee reviewed the drivers for the development of a new strategy by the college's property consultants. The SLT had discussed whether to withdraw from one borough or not and felt that the Group should stay in all four boroughs. Governors discussed this in principle. KS questioned whether financially the Group is large enough to stay in all 4 boroughs if the number of young people drops. RG confirmed the intention to reduce the size of the estate to resolve the low utilisation percentages shown in the report. This does not mean that the campuses will even remain on the same sites. After discussion governors agreed that currently the strategy remains to commit to the 4 boroughs. KD recommended making clear that the primary purpose of the strategy should be to have a fit for purpose space for learners and that to meet that there are some curriculum parameters that the strategy needs to meet.
7.6.2	The plan is to re-convene the Estates sub-committee to consider the options to be evaluated.
7.6.3	It was RESOLVED to approve the draft Estates Strategy subject to providing more clarity that the purpose of the strategy is to have a fit for purpose space for learners.
7.6.4	It was RESOLVED to adopt the minutes.
7.7	CLEANING TENDER
7.7.1	RG presented a report from a Tender for the Building Cleaning Services contract for Corporation approval. The College used Tenet Procurement Services to conduct a Restricted Find Tender. The current contract expires on 31/7/23. It is intended to place a 3-year contract commencing on 1/8/23 with the option of two additional years on a +1 +1 basis.
7.7.2	KGB Cleaning South West Ltd were the highest scoring Tender, evaluated and scored against the published award criterion.
7.7.3	It was RESOLVED to award the Contract to KGB Cleaning South West Ltd.
7.8	MINUTES OF AUDIT COMMITTEE
7.8.1	KD moved the adoption of the minutes of Audit Committee meeting of 15 March 2023. <u>Accuracy of Minutes</u> the Minutes were accepted as an accurate record. Key points noted: <ul style="list-style-type: none"> Internal Audit Reviews of GDPR and Learner Journey If the DfE changes the accounting year end for colleges to 31st March this will have a significant impact for the Finance Team A new Compliance Progress report from the CMAP process identified a number of issues relating to non-compliance. The Committee also noted a theme of poor record keeping by college staff emerging from internal audit reports the updated Risk Register and reports from committees under Board Assurance Framework - see Agenda Item 7.9. the Fraud Register – update report on previously reported incidents resulting in staff disciplinary action being taken. No new reports Whistleblowing report on summary of findings from investigation carried out by RSM of serious allegations of malpractice at Carshalton College – not upheld by the investigation

7.8.2	<ul style="list-style-type: none"> • A discussion about the outcomes of the tender last year for the Internal Audit Service and how to secure the best assurance from the IAS or other consultants which resulted in the recommendation below to ask the Corporation Committees to consider any areas of concern which they wish to add to the Internal Audit and Assurance Programme. <p>It was resolved</p> <ul style="list-style-type: none"> • To adopt the minutes • To approve the Risk Register • That each of the Corporation Committees should be asked to review the risk areas allocated to them at their next meeting and indicate any areas of concern which they would like to add to the Internal Audit / assurance programme for 2023/24. • To hold a Risk Register Review by the full Corporation on a date to be agreed, possibly at the Corporation meeting on 25 May and use that to agree any further reviews needed to add to the Internal Audit Programme.
7.9 7.91 7.9.2	<p>RISK REGISTER</p> <p>The Audit Committee had reviewed the Risk Register.</p> <p>It was RESOLVED to approve the Risk Register and to agree the recommendation to hold a Corporation review of the Risk Register later this year.</p>
7.10	<p>Impact of ONS Re-classification of Colleges to The Public Sector</p> <p>The Committees had received separate update reports. Key points below:</p> <ul style="list-style-type: none"> • Colleges must now borrow from the DfE instead of from commercial lenders. An application for Treasury approval for STCG to draw down on its rolling credit facility (RCF) was refused and so the college has cancelled the RCF. • The ability for the college to sell land without permission may be removed in 2025, so STCG needs to analyse its estate's needs and possibly bring forward any estate disposals. • The College had to comply with the Managing Public Money (MPM) framework since 29 November 2022. This will result in changes to the regularity framework and require external audit to factor the changes into their work. Restrictions introduced as a result include senior pay controls, Treasury consent processes and rules around severance payments. • A new financial handbook will be published in 2024. In the meantime, the DfE has produced 5 'Bitesize Guides' covering new processes relating to: <ul style="list-style-type: none"> ○ Special payments; ○ Novel, contentious and repercussive transactions; ○ Indemnities, letters of comfort and guarantees; ○ Write-Offs; and ○ Senior pay controls • the DfE has announced plans to introduce new repayable capital loans (not grants) for capital projects either already underway or in advanced stages of planning and facing a funding gap as a result of the commercial borrowing restrictions. • The most significant change for the College Finance Team would be a proposed change to the financial year-end for colleges to 31st March although not yet confirmed <p>Accountability Agreements- are new 2-part documents which replace the current Funding Agreement with ESFA. The Government's intention is to focus accountability on outcomes and simplify the funding system, to give providers flexibility to deliver the curriculum to meet skills needs in the most effective way. The college's first annual accountability statement will be presented for Corporation approval at the Strategy Meeting on 25 May 2023 for submission by 31 May 2023.</p>
8.	STRATEGIC OBJECTIVE-PROGRESS OUR CLIMATE CHANGE RESPONSE
8.1	<p>ENVIRONMENTAL & SUSTAINABILITY POLICY ACTION PLAN -PROGRESS UPDATE</p> <p>JM reported that this update had been reviewed by the F, P and R Committee which noted the key updates highlighted in Yellow.</p>

	It was RESOLVED to note this update.			
9.	Strategic Ambition WELLBEING & SAFEGUARDING			
9.1	MINUTES OF SAFEGUARDING, WELLBEING AND EQUALITIES COMMITTEE JB moved the adoption of the minutes of the Safeguarding, Wellbeing and Equalities Committee meeting of 2 February 2023. The meeting reviewed the following: <ul style="list-style-type: none"> • Safeguarding Report and Lead Governor Safeguarding Report • Health and Safety Report and minutes of H & S Committee- • Prevent Action plan progress updates • Mental Health Action plan progress updates • Wellbeing Strategy progress update • Staff absence data • Equality, Diversity and Inclusion Action Plan progress report <p><u>Accuracy of Minutes</u> the Minutes were accepted as an accurate record.</p> <p>It was RESOLVED to adopt the minutes.</p>			
9.2	NOTES FROM GOVERNOR SAFEGUARDING TRAINING IN PERSON 23 FEBRUARY 2023			
9.2.1	JB commended this as one of the best training sessions she had ever attended and commended to governors the notes from this including some of the key slides (in papers as Item 9.2) The notes listed what governors should know and be asking about Governance responsibilities for Safeguarding. The SW & E Committee will use the suggested questions at future meetings.			
9.2.2	It was RESOLVED to note this report.			
10.	STRATEGIC OBJECTIVE - DELIVER A COMPREHENSIVE APPROACH TO EQUALITY AND INCLUSION			
10.1	ANNUAL EQUALITY DUTY REPORT It was RESOLVED to approve the Annual Equality Duty Report			
10.2	EQUALITY, DIVERSITY AND INCLUSION POLICY It was RESOLVED to approve the Equality, Diversity and Inclusion Policy			
11.	KINGSTON COLLEGE OF FURTHER EDUCATION CHARITABLE TRUST			
11.1	Governors received and noted the minutes of the meeting of the Trustees of the Charitable Trust of 24 January 2023 for information.			
11.2	JB drew governors' attention to the decision by the Trustees to change the name of the Charity to "South Thames Colleges Group Educational Trust." JB reported that more work is being done to try to promote interest from students in applying for grants and from potential donors.			
	TO NOTE DATES OF NEXT MEETINGS <ul style="list-style-type: none"> • Friday 21st April 12.30 by Teams Ofsted Preparation Session for governors • Thursday 25 May Strategic Planning Session-3pm at Merton College followed by a Tasting Menu dinner. It was agreed to move the start time forward by an hour to 3pm • Tuesday 4 July 2023 - Corporation meeting to be held at South Thames College, Wandsworth • A list of dates of student events, Student Council and Forums which governors can attend was recently circulated along with an invitation to Creative Industries student showcases from KC. 			
	The Open Business of the meeting closed at 8.35 pm when staff and student governors and officers left the meeting. The Open Business was followed by a Confidential Session. Signed:..... Date:.....			
Action points		Responsible	Deadline	Signed off
1.	Possibly hold training on relevant data from the KPI dashboard at the start of next term's committee meetings	HM / DT	July 23	
2.	RG suggested updating the Board Assurance Report due to cross-over between Risk and KPI reporting.	RG	July 23	
3.	Bring Remuneration decisions forward to beginning of future Corporation meetings	HM	Dec 23	

4.	Add to the TOR for SPH Selection Panel that a panel member should have completed Safer Recruitment Training.	HM	May 23	Actioned
5.	Include evidence in the Skills Position Statement about the impact of employer engagement on developing the curriculum.	JO/ SR-R	April 23	
6.	Presentation on measurable outcomes from the Digital Strategy– to the Autumn Strategy Day for governors.	JO/ JAM	Nov 23	
7.	Estates Strategy to make clear that the purpose of the strategy is to have a fit for purpose space for learners.	RG	April 23	
8.	Committees to review risk areas allocated to them and indicate any areas to add to the Internal Audit / assurance programme	HM/ Committee Chairs	June 23	
9.	Hold a Risk Register Review by the full Corporation on a date to be agreed, possibly at the Corporation meeting on 25 May and use that to agree any further reviews to add to the Internal Audit Programme.	HM	May 23	
10.	SW & E Committee to use the questions suggested at the Safeguarding Training session at future meetings.	SWE Committee	June 23	