

Chair	David Surdeau (in Martin Cumella's absence)
Corporation Members	Danny Ridgeway, Femi Olatidoye, Geoffrey Makstutis, Irfan Umarji, James Beckles, Joanne Roxburgh, Mubin Ahmed, Pam Rowe, Paul Stephen (Principal), Sarah Thomas,
In Attendance	Chief Operating Officer (COO): Judith Abbott Executive Director, Strategy & Innovation: Matt Fawcett
Clerk to the Corporation	Judith Nelson

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PRELIMINARY PROCEDURAL MATTERS	
1.	Chair's Welcome & Opening Remarks David Surdeau explained that he was Chairing the board meeting in Martin Cumella's absence and gave a warm welcome to Sarah Thomas, newly appointed governor.
2.	Apologies For Absence <ul style="list-style-type: none"> ▪ Ammar Mamoodi ▪ Gurjit Kahlon ▪ Jamie Purser ▪ Lloyd Johnson ▪ Martin Cumella ▪ Richard Matovu ▪ Trina Sarkar
3.	Declaration of Interests None received
4.	a. Minutes of the Last Meeting held on 22 March 2022 <i>RESOLVED: The minutes were Approved as a true and accurate record.</i> b. Matters Arising and Action Points from the Meeting All matters were covered during the meeting
CORPORATION BUSINESS	
5.	Principal's Report Governors note the following pertinent points: <ul style="list-style-type: none"> ▪ Following specific leadership interventions, our "problem" curriculum areas (English & maths, construction, digital) have all shown marked improvement. ▪ We have had another strong year financially and will end the year either with a very high "Good" financial health score or another year of "Outstanding." ▪ Finance & Resources Committee has provided a high level of oversight of the delivery of a number of strategic projects: <ul style="list-style-type: none"> ○ The Institute of Technology ○ Higher Technical Qualifications – Our application to join the Office for Students (OfS) register is underway, and we are finalising the franchise arrangements with USP, a FE College based in Essex, to enable students on L4 programmes to draw

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	<p>down student loans.</p> <ul style="list-style-type: none"> ○ Successful with both bids to form, in collaboration with employers and other providers, Mayoral Sector Academies in Green & Digital and Healthcare. Also achieved quality kite marks in green, digital, health and construction. ○ DfE capital bids for Phase 1 refurbishment of East Ham and Stratford campuses and for investment in T Levels, were finally approved, on condition that the College increase its match contribution by £2.2m. ○ Successfully spent the entire £0.6m National Tuition Fund on Covid recovery support. ○ Submitted to GLA a £1.3m bid over 3 years to deliver maths courses to “excluded” adult groups from September 2022. <p>Each of the above projects advances the College’s strategic objectives, and each project is on track to deliver the expected outcomes.</p>
6.	<p>a. Governor Dashboard and College KPIs Governors reviewed the operational targets and the targets which were approved by the Board in October 2021. It was noted the College has substantially met all of its year 1 strategic KPIs, and has made good progress against its operational KPIs this academic year. The key failure this year was around 16-18 year old recruitment, with the full time nature of these programmes frustrating in-year corrective action. Progress on other metrics has been positive: all finance KPIs have been met, and quality KPIs, whilst below plan, are reasonable as we work through the aftermath of Covid.</p> <p>Governors commended the Executive as this has been a good year for the College, both strategically and operationally.</p> <p>b. Strategic Targets & Operational KPIs 2022/23 The Board noted detailed oversight of the achievement of 2022/23 targets will be undertaken by Curriculum & Quality and Finance and Resources Committees.</p> <p>The Corporation Board RESOLVED to approve the strategic targets and operational KPIs 2022/23.</p>
THE EFFECTIVE AND EFFICIENT USE OF RESOURCES, THE SOLVENCY OF THE INSTITUTION & SAFEGUARDING THEIR ASSETS	
7.	<p>FINANCE & RESOURCES COMMITTEE BUSINESS: All items were discussed and recommended for approval by the Finance & Resources Committee held on 6 July 2022</p> <p>a. Draft Budget 2022-2023 The proposed budget for 2022/23 delivers:</p> <ul style="list-style-type: none"> ▪ EBITDA Surplus £2,200k, 6% of income ▪ Adjusted operating surplus (excluding pensions adjustment) £286k, 0.8% of income ▪ 74 Cash days at balance sheet date ▪ Income £36.6 million ▪ Bank covenants all met ▪ Good financial health <p>The Corporation Board RESOLVED to approve the draft College/Group Budget 2022-23.</p> <p>b. Draft Capital Budget 2022-2023 The Corporation Board RESOLVED to approve the draft capital budget 2022-2023 which has been calibrated with the financial plan.</p> <p>c. Financial Plan 2022-2023 to 2023-2024 The Corporation Board RESOLVED to approve the financial plan 2022-2023 to 2023-2024.</p>

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	<p>d. Equality, Diversity & Inclusion Committee (EDI) Statement & Pledge 2022 Governors commended the Principal on the EDI statement and pledges for 2022, which was ambitious, current and a very important differentiator for staff.</p> <p>The Corporation Board RESOLVELD to approve the EDI statement and pledge 2022.</p> <p>e. Institute of Technology Position Update Governors noted that the IoT capital project has been beset by challenges: funder delays; issues with the Cat A works; and most recently a flood caused by the developer's contractor attempting to remedy snagging works. Despite these challenges, the IoT is still scheduled to open on time and broadly within budget. Preparations for launch are progressing well.</p>
8.	<p>AUDIT & RISK COMMITTEE BUSINESS: Governors noted all items were discussed and recommended for approval by the Audit & Risk Committee – 21 June 2022</p> <p>a. Internal Audit Plan 2022-2023 Governors noted the programme is based on 34 days of audits and is proposed to cover:</p> <ol style="list-style-type: none"> i. Human Resources (4 days) ii. Student Recruitment and Retention Classroom Based (4 days) iii. Income and Debtors – or Procurement (4 days) iv. General Data Protection Regulations (3 days) v. Mental Health and Wellbeing (3 days) vi. Student and Employer Satisfaction (3 days) vii. Follow up on previous recommendations (3 days) <p>The proposal as it currently stands has omitted Subcontracting, which is a mandatory requirement, so one of the above will need to be rescheduled to the following year to accommodate this.</p> <p>The Corporation Board RESOLVELD to approve the Internal Audit Plan 2022-2023, noting that the mandatory requirement for sub-contracting will be replaced with a scheduled audit to be agreed.</p> <p>b. External Audit Plan Year ending 31 July 2022 The Corporation Board RESOLVELD to approve the External Audit Plan year ending 31 July 2022.</p> <p>c. Risk Register Update Governors reviewed the risk register position update, noting no further changes since the March Corporation Board review.</p> <p>d. Safeguarding & Prevent Update Governors received an update on the safeguarding activities and compliance measures that the College is currently undertaking to keep its learners and staff safe. Governors reviewed the analysis of safeguarding cases, student feedback sessions, training schedules and policy updates and partnership relations and activities.</p>
GOVERNORS TO NOTE	
9.	<p>Meeting Schedule for 2022-2023 @ 6:00pm, East Ham Campus Governors noted the meeting schedule for 2022-23</p> <ul style="list-style-type: none"> • 18 October 2022 • 13 December 2022 • 28 March 2023 • 25 May 2023 (Annual Board Conference) • 11 July 2023

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10.	<p>Any Other Business</p> <p>The Principal took the opportunity to extend his appreciation on behalf of the Executive and the Board for the dedication, support and sound advice always provided by Vice Chair, David Surdeau and reminded governors that this was David's final board meeting. David was reminded that he was invited to the Corporation Board dinner in September, in order for governors and Executive to wish him a fond farewell.</p>
<p>Staff Governor was asked to leave for Part 2 of the meeting</p>	