

**MINUTES
CORPORATION BOARD**

Date: Wednesday 09 July 2025

Time: 6:00pm

Venue: 1st Floor Boardroom, East Ham Campus

Chair	Paul Jackson
Corporation Members	Anthony Mariyadas, Danny Ridgeway, Derwent Jaconelli, Femi Olatidoye, Geoffrey Makstutis, Irfan Umarji, Jamie Purser (Principal), John McMahon, Kate Myers, Lalage Clay, Michael Magbagbeola, Mubin Ahmed (Staff Governor), Philippa Osei (Student Governor) Sarah Thomas, Tom Flynn
In Attendance	Chief Finance & Operating Officer (CFOO): Judith Abbott Chief People Officer (CPO): Carly Rosser-Mayo Deputy Principal, Student Experience, Safeguarding & NewVlc Curriculum: James Gould (JG) Deputy Principal: Lucy Reed Interim Deputy Principal: Sara Woodward (SW) Post Merger Consultant: Nic Tomlinson
Director of Governance	Judith Nelson

Item No	Item of business
PRELIMINARY PROCEDURAL MATTERS	
1.	Chair's Welcome & Opening Remarks The Chair welcomed all in attendance and gave a very warm welcome to Anthony Mariyadas, Kate Myers and Philippa Osei for attending their inaugural board meeting.
2.	Chair's action & Sub-committee actions since the March Corporation Board The Chair attended: <ul style="list-style-type: none"> ▪ A face-to-face OfS conference on effective governance. ▪ The first joint Staff Celebration day on Friday 4 July at NewVlc campus. ▪ The FEC 'Just One Thing' summer conference at City Lit College. The FE Commissioner gave an update on leadership and governance sector priorities. ▪ The Annual Strategic meeting with the DfE on 23 May, along with the Executive. ▪ The Chair and Principal are exploring collaboration opportunities with Barking & Dagenham College. ▪ The Chair and Principal signed a 12-month lease renewal contract for Solar House, Stratford, which required application and authentication of the College seal.
3.	Apologies for Absence <ul style="list-style-type: none"> ▪ Derwent Jaconelli ▪ Geoffrey Makstutis
4.	Declaration of Interests None.
5.	a. Minutes of the Last Meeting held on 26 March 2025 RESOLVED: The minutes were Approved as a true and accurate record. b. Matters Arising and Action Points from the Meeting All matters were covered during the meeting c. Notes of the Board Conference on 15 May 2025 Duly noted.

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6.	<p>Governance Matters: The Board noted:</p> <ul style="list-style-type: none"> a. The resignation of Irfan Umarji with effect from 31 December 2025. b. The resignation of Mubin Ahmed (staff Governor) with effect from 31 July 2025. c. Resolved to Approve the Appointment of Tom Flynn as Chair of Finance & Resources Committee with effect from 01 January 2026. d. Resolved to Approve the Appointment of Anthony Mariyadas as Chair of Audit & Risk Committee with effect from 01 January 2026. <p>The Chair gave a vote of thanks on behalf of the Board, to Mubin Ahmed for his contributions during his tenure as staff governor.</p>
7.	<p>Principal's Report</p> <p>The headline points on the Principal's report were as follows:</p> <ul style="list-style-type: none"> ▪ Student achievement prediction for 2024/25 ▪ Teaching, learning and quality improvement ▪ Underperformance and current challenges ▪ Restructure and realignment ▪ External policies and funding <p>Governors noted the work undertaken by the Executive in bringing the two cultures, colleges, systems, and processes together.</p>
8.	<p>College Key Performance Indicators</p> <p>The board reviewed the KPIs, noting a good end to the academic year, with pockets of areas requiring attention and more work, namely, student attendance, work experience, staff utilisation, T levels and GCSE high grades.</p>
<p style="text-align: center;">THE DETERMINATION AND PERIODIC REVIEW OF THE EDUCATIONAL CHARACTER AND MISSION OF THE INSTITUTION AND THE OVERSIGHT OF ITS ACTIVITIES (INTENT / IMPLEMENTATION / IMPACT)</p>	
<p style="text-align: center;">CURRICULUM & QUALITY COMMITTEE</p>	
9.	<ul style="list-style-type: none"> a. Student Destination & Progression The board reviewed and noted the student destination and progression. The Board noted this was a good baseline and helpful report to governors. There is a need to improve the student response rate to the QDP survey and understand the barriers, which will in turn ensure that student destination is positive. b. QDP Learner Voice Term 2 Results The board reviewed and noted QDP learner voice term 2 results, noting the themes around careers, work experience and UCAS are key areas for improvement. The presentation of the data needs to be reviewed in the form of previous years, for clarity and providing governors with assurance.
<p style="text-align: center;">THE EFFECTIVE AND EFFICIENT USE OF RESOURCES, THE SOLVENCY OF THE INSTITUTION & SAFEGUARDING THEIR ASSETS</p>	
<p style="text-align: center;">AUDIT AND RISK COMMITTEE</p>	
10.	<ul style="list-style-type: none"> a. Draft External Audit Plan Year ending 31 July 2025 Governors reviewed the external audit plan for year ending 31 July 2025. The CFOO also made the Board aware that the College has been selected for a DfE funding audit. The timeline for the audit is around October and will dovetail into the external audit. The focus of the audit will be 16-19 bursaries and free school meals. The outcome of the funding audit will be shared with the Audit & Risk Committee at its meeting in December. <p style="text-align: center;">The Board RESOLVED to Approve the external audit plan for year ending 31 July 2025</p>

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	<p>b. Draft Internal Audit Plan 2025-2026 Governors reviewed the internal plan 2025-26, noting the programme is based on 45 days of audits, reflecting inclusion of NewVlc for the full year. The fees for this work have not yet been discussed. The plan is proposed to cover: <ul style="list-style-type: none"> ▪ HR Sickness absence management and Single Central Record and Right to Work (7 days) ▪ Governance (4 days) ▪ Maths and English (5 days) ▪ Safeguarding (5 days) ▪ T Levels Delivery (5 days) ▪ Strategic Planning (5 days) ▪ Budgetary Control and Cash Flow (5 days) ▪ Follow up on previous recommendations (3 days) <p>The Board RESOLVED to Approve the internal audit plan 2025-26</p> <p>a. Risk Management Update The Board reviewed and noted the risk management position update.</p> <p>b. Safeguarding Update The Board reviewed and noted the safeguarding update.</p> </p>
FINANCE & RESOURCES COMMITTEE	
11.	<p>a. College Management Accounts for May 2025 The Board reviewed and noted the college management accounts.</p> <p>b. Draft College Budget 2025-26 and Financial Plan 2026-27 The Board reviewed and discussed the budget and financial plan, noting it was reviewed by Finance and Resources Committee on 2 July, who gave the steer that the budget should be increased to achieve an EBITDA surplus of 6% of income in line with the FE Commissioner benchmark. The figures have been reworked to achieve an improved EBITDA surplus of 6%.</p> <p>The Board RESOLVED to approve a budget that achieves 6% EBITDA</p> <p>c. Final Draft Capital Budget 2025-2026 The Board reviewed and noted: <ul style="list-style-type: none"> ▪ The College is proposing a capital budget for 2025/26 of £4.4 million, comprising projects previously presented in March and April, together with an additional £400k provision for additional Estates works that have been identified but not yet fully costed. This cost is reflected in the College's budgeted cash flow. ▪ The Board has previously approved the College to commence the two largest projects, capital works on Stratford C Block and NewVlc A Block, at an extraordinary Finance & Resources Committee meeting in April. Both these works have now commenced. ▪ The College has now received the previously reported Condition Capital Allocation of £3,378,156 (which covers most of the cost of the two largest projects), with a further £1m being contributed to the capital budget from reserves. <p>The Board RESOLVED to approve the capital budget 2025-26</p> <p>d. Estates Capital Improvements Progress Update The Board reviewed and noted the capital improvements progress position update.</p> </p>
12.	<p>Meeting Schedule for 2024-2026 @ 6:00pm</p> <ul style="list-style-type: none"> • 22 October 2025 – East Ham • 10 December 2025 - Stratford • 25 March 2026 - NewVlc • 14 May 2026 – TBC (Board Strategy Day) • 08 July 2026 – East Ham
Staff & Student Governors were asked to leave for Part 2 of the Confidential Meeting	