

**College of West Anglia  
Minutes of  
The Corporation Board Meeting  
7 December 2022  
8.30 am  
Boardroom, U125, University Centre, King's Lynn Campus**

<b>Present</b>	Gill Rejzl	Governor (Chair)
	Chris Ashman	Governor
	Dave Clark	Governor
	Kay Driver	Governor
	Ray Harding	Governor
	Tony Kenber	Governor
	Scott Leadley	Governor
	Will McEvansoneya	Governor
	Sally Mitton	Governor
	Alan Measures	Governor
	David Pomfret	Governor (Principal)
	Carolyn Rand	Governor
	Hein van den Wildenberg	Governor
	Donna Woodruff	Governor
<b>Attending</b>	Paul Harrison	Vice Principal Corporate Services
	Kerry Heathcote	Vice Principal Curriculum & Quality
	Paul O'Shea	Assistant Principal Student Services
	Rob Petto	Assistant Principal Funding & Performance
	Emma Larcombe	Audit Director, KPMG
	Clare Pelling	Learning Experience Manager
	Stephen Halls	Clerk to the Corporation
	Jules Bridges	Head of Governance

The Chair welcomed everybody to the meeting, particularly Will McEvansoneya, proposed Student Governor (under agenda item 22 of this meeting), to observe the Board meeting. Emma Larcombe, Audit Director for KPMG also joined the meeting for item 7 on today's agenda.

Jules Bridges, our new Head of Governance, joined us on Monday and was also welcomed to the meeting. She takes over from Stephen Halls who retires on 14 December 2022.

<b>No.</b>		<b>Action</b>
<b>1</b>	<p><b>Apologies</b> Apologies for absence were received from Lee Smith, Mark Eastwood and Sam Fletcher.</p> <p>W McEvansoneya joined the meeting at 8.32am</p>	
<b>2</b>	<p><b>Declarations of Interests</b> The Principal on behalf of himself and other senior post holders declared an interest under items A1 and A2 of the confidential items, which will be taken under separate cover after the Corporation meeting.</p>	
<b>3</b>	<p><b>Minutes of the previous meeting – 12 October 2022</b> The minutes of the meeting held on 12 October 2022 were reviewed and <b>agreed</b> as being an accurate record of the meeting.</p>	

K Driver joined the meeting at 8.38am

#### **4 Matters Arising**

The progress against the outstanding matters from previous meetings was summarised in the report.

06/07/22 Item 5 Committee Chairs' Briefing Items: Audit Committee. The Assistant Principal, Funding and Performance confirmed that the Apprenticeship funding audit continues to be monitored via the risk register every fortnight. It was noted that there are three points on amber that will complete by Christmas and really good progress is being made. The medium-term ambitions are within reach and system improvements are planned for January 2023. The Audit Committee will receive an update at its meeting to be held in March 2023.

12/10/22 Item 5 Committee Chairs' Briefing Items: The Chair confirmed that a review of how performance data is reported and presented is underway and updates will appear further down the agenda from the Vice Principal Curriculum and Quality.

12/10/22 Item 6 Principal's Strategy Report. The Principal confirmed that the St Neots and East Cambs FE 'Cold Spots' Advisory Group has been established and the first meeting took place last week. The Terms of Reference for the group, are yet to be finalised and the feasibility study is to be completed, so no decisions can be made until at least April next year once this has been done.

12/10/22 Item 17 Any Other Business. The Chair congratulated participants for their efforts in the Cancer Research Race for Life on 20 October 2022.

The completed items are to be removed from the report.

**HoG**

#### **5 Committee Chairs' Briefing Items:**

##### **i Audit Committee**

The Vice Chair of the Committee reported that two meetings have taken place since the last Corporation meeting. There had been some outstanding issues and late adjustments to make to the accounts. Once the accounts had been updated, a final review at a second meeting took place and subject to finalised adjustments being reported at today's meeting, the Committee is now able to propose a recommendation to the Board to approve the accounts and the letter of representation (agenda item 7 refers).

An update on the review within the 'Apprenticeships' area and the implementation of new software was received (reported above); it was noted that good progress is being made.

Internal audit reports have been reviewed on Budgetary Control with 'Significant' assurance and Fixed Assets, which received 'Reasonable assurance'. It was noted that an audit on sub-contractor provision has been carried out which also received 'Significant' assurance.

The tender exercise to appoint both internal and external auditors is being progressed, with the expectation that this will complete in the spring term 2023.

##### **ii Finance and General Purposes**

The Chair of the Committee confirmed that governors have reviewed the progress to date on the marketing plans for the current year. The sub-contractor activities of the previous year are now finalised, and it was noted that a couple of partners are

underperforming at this time, but these are being closely monitored by management.

R Harding and D Woodruff joined the meeting at 8.45am

Work is progressing with the design element tender for a replacement roof for the Tower Block and work continues to claim against those previously involved with the installation/specification, but at this time, it is difficult to ascertain who may be liable. It was reported that most of the fire doors in the Tower Block will need some attention and costs could be as high as £130K.

The Committee has reviewed the CWA accounts for the year ending 31 July 2022 for approval of the Board at this meeting (agenda item 7 refers).

The Chair indicated that the recent finance workshop, had been well-received by governors and had generated ideas for CWA. She went on to request a further workshop for governors to better understand FE/College funding rules.

**APF&P /  
HoG**

### **iii Performance Review & Quality**

The Staff Governor and member of the Performance Review and Quality Committee on behalf of the Committee Chair reported that governors had reviewed the overall college self-assessment report at its last meeting (agenda item 8 refers).

The focus of the Committee continues with priority areas of Maths and English, ESOL, Apprenticeships and Technology although English is now performing effectively and so will be removed from regular review. The two key areas around performance that had more targeted monitoring were Apprenticeships and Maths. Recent new leadership on Apprenticeships is seeing a renewed focus and acceleration in activity that will be monitored by the Committee.

It was noted that a review of information reviewed by the committee and the Board is being undertaken to avoid future duplication of reporting between and with the other Committees and the Board.

It was noted that the Board is to consider the Equality Objectives and Single Equality Scheme (agenda items 18 and 19 refer).

## **6 Annual Report of the Audit Committee 2021/22**

The Audit Committee presented its annual report to the Corporation. The report details the audit and risk management activities in the year.

The Clerk advised the Board of two amendments to the report presented. On page 6 under item B.2 the report details the recommendations from KPMG regarding the recent external audit. Item 8, Stock in CWA Enterprises, in the table has been noted with a priority recommendation of 2 but this has since been re-classified as a priority 1 recommendation. On page 7, the report from KPMG for CWA Enterprises has been updated slightly. The detail of which was presented by the KPMG Audit Director in the following agenda item.

Subject to these amendments the Corporation noted the report for the Chair of the Audit Committee to sign and submit to the ESFA, along with the signed accounts.

The Chair commented that it would be useful to note on page 5 of the report under item B.1 that the recommendations arising from internal audit work have been agreed and are being progressed. The Clerk will note the progress made against each audit area in the report.

**Clerk**

In addition, it was agreed that the Vice Principal Corporate Services will conduct a 'mop up' assessment of the lessons learned, post external audit work. **VPCS**

T Kenber joined the meeting at 8.53am

## **7 CWA Accounts to 31 July 2022**

### **i Members' Report and Financial Statements**

The accounts have been prepared on a 'going concern' basis. KPMG's audit highlights memorandum (below) details the audit work conducted on the risks around 'going concern' and it is reported that, allowing for outstanding audit work, KPMG are content with the approach adopted by management.

The financial statements support an ESFA financial health grading of 'Good' which aligns with the strategic target for the year.

### **ii Audit Highlights Memorandum and Management Letter to 31 July 2022**

The Audit Director of KPMG confirmed that a special meeting of the Audit Committee took place on 2 December 2022 to consider the accounts and audit undertaken.

The Audit Director presented the KPMG year-end report 2021/22 to the Corporation. Pages 3 through to 7 set out the key areas of audit focus: Valuation of LGPS pension liabilities, Management override of controls, Revenue recognition, Payroll disclosures, 'Going concern' and regularity.

On page 8 of the report, Valuation of LGPS pension liabilities, it was reported that there has been an actuarial gain on the financial assumptions mainly due to the increase in the discount rate over the period from 1.60% to 3.50%. During the year there has been exceptionally high inflation and a lag between when inflation is observed and when it impacts (known as emerging inflation). KPMG have performed testing over the LGPS assets, and noted that, in the draft accounts based on actuarial estimates they were overstated at the year-end. This has been corrected in the final version of the accounts but did not affect the cash position of the College.

Auditors did not identify any significant transactions in relation to their assessment and testing of management override of controls and no issues were identified in respect of revenue recognition (detailed on pages 10 and 11).

It was noted that Auditors had recalculated Headcount and Median Pay disclosure figures to confirm accuracy of data. Some work will be required of the department 'in year' around payroll systems and processes to secure good payroll data, but auditors' testing showed no substantive issues to report.

The Audit Director confirmed that the College remains a 'going concern'. Pages 14 to 15 determined that there were no material findings to report in respect of Regularity testing and that subsidiaries have also been responded to appropriately.

KPMG's actuaries consider that some of the assumptions underpinning the valuation of the LGPS pension liability are on the optimistic side but are within the auditors' acceptable range (pages 16 to 17 refer).

Pages 18 and 19 detail the findings of the audit work of the two subsidiary entities; CWA Enterprises Limited and CWA Developments Limited. Two issues were found in respect of CWA Enterprises Limited; a misstatement of revenue in relation to NVQ courses running over the year-end that should not have been recognised. The other issue related to the year-end stock balance that should have been recognised in the balance sheet but was found to be a material sum not disclosed in the year.

As such it was noted that auditors will be issuing a modified audit opinion because of the stock issue, but a better control of stock has been developed by management that auditors are comfortable with. Nevertheless, KPMG noted that this issue will also affect the opinion on the 2022/23 accounts for CWA Enterprises and there will be uncertainty about the opening stock position.

The Auditors' report includes several appendices (pages 22 through to page 41). Appendix 1 confirms that auditors have received the required communications with the Audit Committee. Appendix 2 (pages 24 to 28) details the recommendations raised and the Corporation focused on the four priority one (red) issues identified. Issue one – Capacity and Expertise of the finance team. It is recommended that a review of the structure and capacity of the team is carried out. This will be completed by the VPCS in January 2023. Governors were pleased that this had been raised and asked for assurance that additional resource issues would be actioned. The Principal confirmed that this capacity issue had been acknowledged and accepted that additional capacity would be required, particularly considering the recent ONS reclassification of colleges as Public Sector, and the additional implications. Governors asked that this resource issue was resolved swiftly so that a reoccurrence of audit delays and issues in the present year were not repeated.

**VPCS**

Issues two, three and four relate to CWA Enterprises Limited around revenue recognition training, a management review of internal financial processes and stock management. The Head of Finance will action these recommendations.

**HoF**

Appendix 3 (page 29) shows a summary of unadjusted audit differences (including disclosure of misstatements). It was noted that these do not affect the cash position of the College.

Appendices 4 and 5 (pages 30 to 33) detail the draft auditor's reports for the College (appendix 4) and CWA Enterprises Limited (appendix 5). The reports confirm an unqualified audit opinion for the College financial statements and a qualified opinion for the accounts of CWA Enterprises Limited. It was noted that this qualified opinion of this subsidiary does not affect the auditors' unqualified opinion of the College's financial statements. Confirmation of auditor's independence is detailed in appendix 6 (pages 34 to 36). The remaining appendices detail auditors' fee changes, FRC's focus areas, ISA (UK) 315 Revised overview and ISA (UK) 240 Revised summary of changes (pages 37 to 41).

Governors noted that the fee changes (appendix 7) detailed a significant overrun charge and late authorisation fee totalling an additional £34.5K. The Chair commented that this is in part, why the 'mop up' assessment of the lessons learned post external audit and the swift completion of recommendations is so important. Despite the issues with the payroll system and audit complications along the way, the Chair extended the thanks of the Board to the relevant departments for their efforts to ensure that processes were completed and pay determined accurately for the college's staff. Governors questioned if the presentational issues have now been resolved. The VPCS confirmed that they had.

The Corporation **approved** the report and that the letters of representation for the financial statements and regularity audits be signed. The VPCS will prepare these for signature and submission on 9 December 2022.

**VPCS**

### iii Letter of Representation

As detailed above, the Corporation **approved** that the letters of representation be signed.

#### **iv Self-assessment of Compliance with Regularity and Propriety Requirements**

College Corporations are required to publish a statement on regularity and propriety compliance with their annual accounts. The self-assessment for 2021/22 has been considered by the Audit Committee and the Corporation was satisfied and **approved** the self-assessment presented.

E Larcombe left the meeting at 9.23am

#### **8 Overall College Self-Assessment Review 2021/22**

The Chair thanked governors who had joined the Performance Review and Quality Committee for its meeting held on 30 November 2022 to scrutinise the content and judgements of the College Self-Assessment Review.

The Vice Principal Curriculum and Quality commented that Ofsted inspectors would expect governors to be able to demonstrate an understanding of impact and intent and there is confidence that governors could evidence this as they are active attendees at the self-assessment review process at Committee level and attend the curriculum area performance review meetings, playing active roles in scrutiny and challenge of grades and interrogation of data. The Vice Principal Curriculum and Quality also performs a series of moderation checks prior to final production of the self-assessment review.

The Chair commended the significant change in approach and resulting visibility and accountability this produced. The key question invited from governors was for them to confirm that they have ensured objectivity and challenge and that the 'good' overall assessment is a realistic, not over optimistic, opinion.

Governors were mindful of the issues with learner outcomes in some curriculum areas and challenged the 'good' overall judgement knowing that some areas were under-performing. The Vice Principal Curriculum and Quality acknowledged the areas where improvement has to be made and accepts that judgements cannot be made with complacency but overall, the College is 'good' and this is evidenced in the detailed data.

Governors commented that they are keen to see deep dives of the under-performing areas, such as ESOL, to ensure that improvement, where required, happens. The Principal commented that governors' contributions at review meetings, conduct and participation with learning walks and critique of the self-assessment review reports are all essential ways for governors to triangulate the data they are presented with and he encourages this inquisitive approach in order for governors to secure the assurance that they need.

The Board asked for an update on the obtaining and completion of learner destination data. The Assistant Principal Student Services confirmed that 80% of destination data had been obtained for 2020-21 and CIS has imported the data into the College reporting system. The collection of 2021-22 destinations is well underway; approximately half of this has already been obtained; the aim is for the remainder to be completed by February 2023. The Performance Review and Quality Committee will receive reports for scrutiny.

In response to governors' concern raised around poor maths outcomes for learners, the Vice Principal Curriculum and Quality commented that delivery models are being reviewed together with monitoring attendance and conducting root cause analysis to determine what earlier interventions can be put in place to support the individual needs of the learner. Timetable adjustments, parachuting Learning Enhancement Leads in to troubleshoot and intervene with additional learning support are examples of positive impact initiatives being deployed.

Governors asked the Vice Principal Curriculum and Quality to provide the assurance that the issues identified in the self-assessment review for the 2021/22 academic year would be addressed in year. The Vice Principal confirmed that the Quality Improvement Plan is where this detail and assurance is documented and scrutinised. It is a live document, subject to challenge and regular oversight of the Performance Review and Quality Committee.

It was noted by governors that a substantial area of the land and facilities at the Cambridge Campus is not currently in use. The Principal commented that the 'FE Cold Spot' discussions could present future opportunities for using this asset differently and proposals would be shared with governors as/when opportunities arose.

The Corporation **approved** the overall 'good' judgement of the 2021/22 Overall College Self-Assessment Review.

## **9 Principal's Strategy Report**

The Principal confirmed that the ONS has, reclassified FE into the general government (public) sector. This has been implemented with immediate effect and backdated to 1993, in recognition that the earlier classification decisions were incorrect. There will be no requirement for colleges to backdate, financially but it will impact on some areas of work, particularly in the finance team.

Reclassification will limit the college's ability to raise finance on the commercial market and this will require approval from the DfE, thereby reducing flexibility and autonomy and increasing bureaucracy. There is no change yet to funding agreements or the financial handbook and the latter is not likely to materialise until the autumn term next year. The Treasury is looking to change the year end to March which would make no sense for the FE sector but a compromise may require the finance team to produce an additional set of year end accounts to satisfy the Treasury year end requirements.

The borrowing approval and controls will be immediate as will the new senior pay, and severance controls introduced. The Remuneration Committee will need to be mindful of this when considering the pay of senior post holders.

On a more positive note, the additional capital grant allocation in year is a genuine positive, and it is hoped that this will be an annual allocation in the future. This short-term capital funding could be circa £720K for the college and additionally the DfE has announced a new Energy Efficiency Improvement Capital Grant, which will be worth £0.25m for the college. This should be received in January 2023. It was noted that there is still no news as to whether the Energy Relief Scheme will be extended beyond the end of March 2023.

The Board asked the Principal if the government is likely to make further substantive changes or impose further measures. This is unknown but governors of course would be informed as appropriate.

It was noted that the college has no immediate borrowing needs so the new restrictions will not impact CWA; however, it was questioned if a note should be included in our accounts to disclose intentions of use of cash surplus, so this is clearly earmarked for an intended purpose.

The Autumn statement was delivered by the Chancellor on 17 November 2022 and the Principal's report to the Corporation was duly noted.

## **10 Strategic Targets 2022/23 – Progress Review**

The appendix provided an update on the progress with the strategic targets set for this year. Governors were invited to raise any questions or concerns.

Governors questioned the progress made against strategic objective SA2 2.3 to refresh the adult and higher education offer. The Vice Principal Curriculum and Quality confirmed that the Community Outreach Officer has been recruited and ideas to grow and develop our offer have been sought from curriculum managers and the HE officer. Additional teaching and learning qualifications are being designed and we have applied for a technical boost fund. In addition, we are working with ARU to pilot validation of Bio Veterinary Science as an example, planned for September 2023 start. The Principal mentioned that he has been involved in discussions with Health Education England to deliver a suite of health programmes from our School of Nursing Studies and has been looking for capital funding to support development of health education programmes.

It was noted that the Heads of Faculties in response to strategic reference SA1 1.6 are considering how sustainability training can be rolled out across the curriculum. This is about changing mindsets and increasing knowledge and understanding so it is important that the right approach is established for effective roll out.

The Chair asked if target dates for completion against each target could be added. **HoG**

## **11 Learner Outcomes 2021/22**

The Chair introduced the new approach to how the Performance Review and Quality Committee receive this data. The Vice Principal Curriculum and Quality confirmed the key elements of the new approach are based around a prediction/trend forecasting based on 5 years of data that predicts the in-year trend. This informs the support and intervention required for the learners to keep them on programme and on target to achieve.

The trend and forecast analysis is applied to every course delivered and achievement is colour coded blue, green, amber, red and purple. Learners on the cusp of withdrawal (purple – ‘perilous’) therefore can be quickly identified and intervention put in place. The Vice Principal Curriculum and Quality confirmed that the data used to determine the trends included attendance, withdrawal and destinations to produce what could be described as a balanced score card.

The Chair commented that she would like the Board to explore this process further once it has been deployed and has had time to embed. Governors agreed as there were questions raised querying why some data was presented as a negative (indicated in red) and why for example retention in year was better/worse than the previous year. It was agreed that this level of detail will be presented for scrutiny to the Performance Review and Quality Committee and will not be an overview regularly provided to the Corporation.

## **12 Current Performance Data and KPIs 2022/23**

The report confirmed that the census retention target of 97% had been met. This was received positively by the Board, but it was questioned how would it have been known before the census point that the target was on track to be achieved or not. The Principal confirmed that this indicator is monitored daily so timely strategies could have been deployed. The report was noted.

## **13 Management Accounts – September 2022**

The Vice Principal Corporate Services confirmed that the full year forecast is not available and improvements to the management accounts have been proposed. The main concerns for the college remain around the overarching economic factors, notably general and energy cost inflation that may impact the college’s financial



position. Now that the year-end accounts are finalised the finance team can progress improvements to ensure momentum of monitoring is maintained. The Vice Principal Corporate Services is looking at profiling the budget differently with the support of the Finance and General Purposes Committee.

**VPSC**

It was noted that the changes in the structure of ESOL provision will suppress income at the start of the year but will increase as learners progress through the three units that make up the ESOL qualification. Governors asked that this is kept in focus to ensure that it is delivered.

#### **14 Funding Position 2022/23**

The Assistant Principal Funding and Performance confirmed that the funding return has been submitted this week. The Study Programme position is positive with 2805 learners on programme, which is 68 learners ahead of the same point last year. There is more work to do on modelling and particularly around application of the 'disadvantaged' factor (students with no Maths and English qualifications). In summary if retention can be improved then this will positively improve the funding position. As agreed above, a workshop for governors will be organised for the Board to better understand the complexity of funding rules.

**APFP**

Agenda items 18 and 19 were taken ahead of items 15 to 17

#### **15 Annual Report on Risk Management and Review of Risk Register**

The efforts and contribution of the Chair of the Finance and General Purposes Committee who has expertise in risk management has played a significant part in presenting a revised and improved format of the risk register which is far more intuitive and useful. The Board asked that the heat map is reintroduced, and they noted that the risks concerning the tower block roof and FE Cold Spots Advisory Group have been added as emerging risks to the register.

Governors debated if risks once mitigated could/should be removed from the register. It was agreed that establishing a way to archive these may be a better approach, allowing the Audit Committee to review and check that archived risks were still being managed effectively and had not re-emerged. Governors also questioned if the emerging risk concerning the roof of the tower block had been suitably recognised in both health and safety and financial terms. A governor also queried whether a risk around the impact of climate change on the college's ability to deliver education should have been identified much earlier. There were further queries from the Board around risk scores and adequate assessment of controls/actions and progress and it was accepted that these should be given due and thorough consideration at the Audit Committee. It was agreed that the impact of the ONS reclassification of FE into the general government (public) sector should be added to the register and particular review of risk 15, 'inadequate oversight of subcontracted provision', would be reviewed as the inherent and residual scores were the same suggesting that controls and actions rated green, and amber had not positively reduced the level of risk.

**VPSC**

#### **16 Annual Safeguarding Monitoring Report 2021/22**

The report had been considered by the Performance Review and Quality Committee. The Assistant Principal Student Services confirmed that safeguarding benchmark data is not available but informal feedback from other colleges indicates a similar pattern of an increasing number of cases and the issues presented by learners.

Governors were concerned that, for some of the safeguarding themes, statistics were considerably higher and lower than reports of previous years. This predominately was due to visibility of cases during the pandemic, when bullying and substance misuse for example were reported to be much lower because learners

were not in college. This is not to say that bullying and substance misuse was not happening but the college during this time had limited case visibility.

The Chair asked if the number of concerns reported for Partnership provider students was significant and if there was sufficient oversight. The Assistant Principal Student Services confirmed that although all of the concerns reported related to one particular provider, the other providers are fully aware of our safeguarding reporting protocols, this is raised at each management meeting with partners and is also discussed at termly partnership safeguarding review meetings held with the Assistant Principal Student Services and the Head of Partnerships and Employer Engagement. He expressed confidence that this is an accurate position and that management of safeguarding with partner providers is effectively managed.

Governors commended the positive impact of the suicide prevention strategy and suicide prevention training deployed to staff. With an increase in complexity of cases, suitably trained staff to support students in crisis is such a vital and valuable resource.

#### **17 Annual Safeguarding Policy Review**

The policy has been subject to annual review and a few minor amendments to dates from 2021 to 2022 and change of terminology from 'peer-on-peer' to 'child-on-child' (in line with national guidance) were proposed. The Corporation **approved** the policy as amended.

Clare Pelling, Learning Experience Manager, joined the meeting at 10.55am

#### **18 Equality Objectives – Annual Review 2021/22**

The review has identified the challenge to increase tutorial engagement and awareness of the equality act with learners. It has been a good year with lots of engagement, active focus groups and student and staff voice placed at the core of EDI activities.

The Board commended the CWA Pride event held in June this year and the Chair asked if we knew or measured if our learners think that CWA is inclusive. The Learning Experience Manager explained that the CWA Pride event was a good example of inclusivity as this was an event held in response to requests from students, was student-led and feedback from students was extremely positive.

#### **19 Single Equality Scheme & Equality Objectives 2022/23**

There were concerns from the Board that a significant number of incomplete actions from the last review appear to have been rolled into the plan for the current year and it was questioned how the Board will know what the impact of not achieving them in the previous year has been. One of the actions for example rolled over is to appoint a Lead EDI governor. This was resolved at the meeting, and designated to K Driver.

Governors were also keen to ensure that the work to support staff through menopause kept momentum. This is a discussion topic of the operational wellbeing group and as a draft menopause policy is in process this is a topic that will be kept in focus by the Employment Policy Committee.

It was noted that a review of college policies and procedures to ensure that they take account of equality and diversity had an end date of July 2024. It was confirmed that progress will be made in year and the progress tracked and reported back to the Board. The 2022/23 objectives were **approved**.

C Pelling left the meeting at 11.06am

**20 Student Union Accounts to 31 July 2022**

The accounts have been previously reviewed by the Audit Committee and discussions are currently being held to potentially dissolve the Student Union due to lack of interest. There was agreement that other student involvement strategies are more effective and if dissolved students would need to make use of the funds outstanding (£3K). The Corporation **approved** the accounts.

**21 Health and Safety Policy Statement**

The Employment Policy Committee has reviewed the policy, and this was noted by the Board.

**22 Governance Items:**

**i Student Governors**

The student body has selected William McEvansoneya as proposed student governor. The Corporation **ratified** his appointment.

**ii Governance & Financial Management Regulations**

The Clerk confirmed that the items outstanding from the last meeting have been addressed by management and the updates were provided in the report presented. Governors asked that a review of the Modern Slavery and Human Trafficking statement is conducted to ensure that this does not just apply to staff and students but includes everyone in the college supply chain; employers, sub-contractors etc. **HoHR**

The Chair questioned if something needed to be included at point 30 to cover the issue of related party transactions raised by auditors as a consequence of the review of governors Register of Members' interests. The Vice Principal Corporate Services confirmed that the register maintained by the Clerk was appropriate and the arising recommendation around validation of any related party transaction was an operational issue.

**iii Learning Walks – Feedback**

Governors had completed a number of learning walks in Technology, a number of Level 3 curriculum areas, A Level provision, Catering and BTec Biology to name a few. All reported lessons of interest and good participation and engagement. Learners are curious, explorative and show a real passion for learning.

R Petto left the meeting at 11.41am

It was noted that a more structured approach to learning walks is something that the Vice Principal Curriculum and Quality is exploring and will take the lead on to introduce in due course with the Board. **VPCQ**

**iv College Seal**

The item was **noted** by the Board.

**23 Any Other Business**

The Chair extended thanks of the Board to Stephen Halls as he retires next week. He will be missed and his service and contribution to the Board have been extremely appreciated and considerably valued.

**24 Date and time of next scheduled meeting**

**Wednesday, 29 March 2023 8.30am  
Room F101, Wisbech Campus**

Meeting ended at 11.45am