

GOVERNING BODY
Minutes of the meeting held at 2.00pm on 15 December 2016

Present:

R Carter (Chair)	K Golding (Chair Designate)
D Wildridge	S Healey Pearce
J Winter	A Maltpress
S Daley	S Clarke
C Higgins	R Inman
K Points	W O'Reilly
N Savvas, Principal	

In attendance: S Jones, Vice Principal Finance and Resources
 L Moody, Vice Principal Employer Engagement
 L Johnson, Vice Principal Curriculum and Quality
 J Bridges, Clerk to the Corporation

There were no interests relevant to items on the agenda declared by members.

Action

1 **Apologies for absence**
 Apologies for absence were received from S Howard, K Heathcote and J Gazzard.

2 **Minutes of the meeting held on 14 July 2016**
 The minutes of the meeting (minute book pages G853-G865) were agreed as a correct record.

3 **Matters Arising from the meeting held on 18 March 2016**
 The matters arising from the meeting were summarised in the report (minute book pages G866-G867) and all actions reported had either been resolved or, where appropriate, an update had been provided on progress elsewhere on the agenda.

It was noted that the issue with the ProAchieve software which had masked the reduction in partner income in the summer term last year has been resolved and enhanced KPIs developed as a consequence, reported under item 5.2 of this meeting, to ensure that this cannot happen again.

It was agreed that the introduction of Service Level Standards for all Business Support Areas will be kept in scope. Due to other priorities this was an area for improvement not progressed under the 2015/16 Quality Improvement Plan.

The Chair confirmed that he has received a letter from the SFA confirming that they have concluded that the appropriate assessment grade, based on our financial plan, is Good for 2015/16 (the latest outturn forecast year) and Outstanding for 2016/17 (the current budget year).

The Members of Suffolk Academies Trust will receive the Financial Statements and Annual Report for the period ending 31 August 2016 at the meeting to be held in January 2017. However, Governors were pleased to learn that the end of year position of the Academy was very positive and the opening £480K deficit to the EFA has been fully provided for after which a surplus of around £400K has been achieved. This is attributed to student numbers, staffing restructure, efficiencies in group sizes and managed (restrictions) on spend.

R Carter and W O'Reilly left the meeting for the following agenda item.

4 **Corporation Appointments**

The report was received and **considered** by members (minute book pages G868-G871).

i. Student Governor Elections

The campaign to elect a student governor took place at the end of November and William O'Reilly takes the place of former student governor Adam Head who stepped down at the end of July 2016. William is a Business Diploma Level 2 year 1 student. The Corporation **approved** his appointment for the remainder of the academic year to 31 July 2017. **Proposed** by S Clarke and **seconded** by R Inman.

The Corporation is to consider amending the Instrument and Articles of Government to include HE Student Governor representation. This will be taken back to the Appointments and Governance Committee for consideration.

JBridges

ii. Joint Chair of Corporation

At the 14 July 2016 meeting of the Corporation the proposal to share the role of Chair between the Chair Designate, K Golding and the outgoing Chair, R Carter was approved. This will take effect from 1 January 2017 when R Carter's appointment as Chair and his term of office formally ends and his successor, K Golding takes up the post. In order to facilitate the joint role R Carter is to be reappointed as a co-opted member of the Corporation and a co-opted member of the Resources Committee. His membership to the Appointments, Governance and Remuneration Committees will cease but he will continue to act as the Lead Governor for Safeguarding and Child Protection and will Chair the remaining meetings of the Safeguarding Board for this academic year or until such time as a governor successor can be identified (whichever the sooner). It was noted that co-opted membership is subject to annual review and approval of the Corporation.

At the request of the Corporation the responsibility of the roles that K Golding and R Carter are to undertake as they share the role of Chair have been determined and made clear in a role description that has been shared with members. K Golding is not to attend any of the meetings concerning the Area Review. This work is the dedicated role of the Joint Chair, R Carter who has represented the College as the Chair for the meetings with the Steering Group and Advisers to date.

The Corporation **approved** the co-option of R Carter to the Corporation and Resources Committee and **approved** the Joint Role Description. **Proposed** by S Clarke and **seconded** by D Wildridge.

R Carter and W O'Reilly joined the meeting at 2.50pm

iii. Vice Chair of Corporation

At the 11 December 2015 meeting of the Corporation it was confirmed that at the point K Golding succeeds R Carter as Chair to the Corporation, the vacancy of Vice Chair will be filled by S Daley. The Corporation **approved** the appointment. **Proposed** by D Wildridge and **seconded** by C Higgins.

iv. Audit and Risk Management Committee Chair, Vice Chair and membership succession

In order to facilitate succession for K Golding who at the point he becomes the Chair of the Corporation (wef 1 January 2017) is automatically precluded from being Chair of the Audit and Risk Management Committee under the Joint Audit

Code of Practice, it is proposed that the Corporation appoints J Gazzard as a full member of the Board and is appointed Chair of the Audit and Risk Management Committee. It is further proposed that the Vice Chair appointment of the Committee is filled by N Roberts who will remain as a co-opted member. The Corporation **approved** both appointments. **Proposed** by S Daley and **seconded** by K Golding.

The Audit and Risk Management Committee currently holds 2 vacancies and it is further proposed that one vacancy is filled by co-option. The Chair has approached Henry Nydam, governor of MidKent College, who visited us a while ago under the governance exchange arrangement that we had with them. He is a solicitor and the Chair of Mid Kent Invicta Chamber of Commerce but lives locally to West Suffolk College. His term of office with MidKent College comes to an end in May of next year. An interview was held on 6 December 2016 with the panel comprising R Carter, K Golding and N Savvas plus the Clerk and the panel recommends that a co-opted appointment to the Audit and Risk Management Committee is offered to Henry. The co-opted appointment will be subject to annual review of the Corporation so would be reconsidered in July 2017. The remaining vacancy on the Committee will be held for the rest of the academic year until a suitable candidate can be found. The Corporation **approved** the co-opted appointment. **Proposed** by S Daley and **seconded** by S Clarke.

v. Committee membership (wef 1 January 2017)

The impact on Committee membership due to the approved appointments as detailed above were recorded in the report and were resolved by the Corporation.

5 Quality and Performance

5.1 College Self-Assessment Report 2015 and Quality Improvement Plan 2016/17

The report was received and **considered** by members (minute book page G872).

The Standards and Excellence Committee invited all members of the Corporation to its meeting held in October 2016 to help develop, scrutinise and comment on the report. Amendments were incorporated and the second draft was further considered by the Committee at its meeting held in November 2016 before determining the overall effectiveness grade as 'Outstanding' and putting this recommendation to the Corporation for approval. The grade profile has been agreed as Outstanding Overall Effectiveness and Outstanding under each of the following categories; Effectiveness of Leadership and Management; Quality of Teaching, Learning and Assessment; Personal Development; Behaviour; and Welfare and Outcomes for Learners. It was noted that the results of 16-18s has put the College in the top 5% of FE colleges in the country. Apprenticeship achievement is also outstanding with an achievement rate of 78%; 10% above National Rate. The Chair of the Standards and Excellence Committee confirmed that although Ofsted came in May 2016 and determined the College as 'Good' the results that have come in post inspection clearly demonstrate that the College is 'Outstanding'. The Chair is to formally write to all staff to thank them for their hard work and effort to achieve the results. The Corporation **approved** the College Self-Assessment Report 2015/16 and Quality Improvement Plan 2016/17. **Proposed** by S Daley and **seconded** by D Wildridge.

RCarter

5.2 Key Performance Indicators

The report was received and **considered** by members (minute book pages G873-G878).

At the time of writing the College had enrolled 2,757 students, 135 below the funding target. Enrolments are now at 2,784, 108 short of target. Enrolments will continue to increase throughout the year as students enrol onto traineeships, Access to Education courses and Princes Trust.

All indicators on budget to forecast and partner income remain positive and staff costs as a percentage of operational income is currently below the 65% target, at 64.6% which is lower than forecast for the year. This reflects the position of staff costs being under budget by £266K as at October year to date. Governors were assured that the College is not under resourced, savings have been achieved by looking at how the staff complement can run efficiently and effectively while maintaining financial viability. There have been a number of areas where staff have left and the posts managed differently so that where vacancies have arisen they have been filled internally and the vacating post not backfilled in this way savings have been achieved by not filling vacancies like for like. The College does not budget for staff “churn” so where posts have not been filled immediately or filled by managing differently this brings a saving against budget.

Confidential item under paragraph 18(2) of the Instrument and Articles of Government

5.2.1 Financial Performance

The report was received and **considered** by members (minute book pages G879-G881).

The release of deferred capital grants under FRS102 will impact on this and subsequent years' financial accounts by £216K for the next three years and then a reduced amount for a further four years until the grant for the refurbishment of Suffolk House has been fully written down. It is the intention of the Vice Principal Finance and Resources to review the depreciation rule of this asset to minimise the financial impact on the College.

As reported, HE enrolment has not been as strong and whilst this income line may fall below budget, the extent to which it does will be largely determined by the rate of attrition. To counter this further investment in maintaining retention has been made.

The performance of full cost work is up but this is not attributable to the provision of Gas and Oil. Other full cost work is outstripping budget and making up for the Gas and Oil shortfall so overall full cost work is predicted to be on budget for the year end outturn.

Close control of expenditure continues to be exercised but the under spend on non-pay costs is as much about the timing of expenditure as it is about controlling what spending is permitted.

The Vice Principal Finance and Resources has made contact with the relationship manager of the College's Bank who has confirmed that once the Annual Report and Financial Statements are signed off they will assess their position concerning FRS102 and the impact on banking covenants. The bank has confirmed in writing, however, that if a breach in covenants is forecast purely due to the accounting changes then a waiver letter to the client for that year would be issued as long as it was very clear that this was the only reason for the breach. If the covenant break has been caused by true financial difficulties that would be treated separately.

The current year's budget shows a surplus of £151K and as at the end of October 2016 the forecasted surplus for the year end remains the same. Detailed work is being undertaken on modifying the forecast to reflect known changes.

6 Annual Report and Accounts

6.1 **Audit and Risk Management Committee Annual Report 2015/16**

The annual report was received and **considered** by members (minute book pages G882-G892).

The Joint Audit Code of Practice requires the Audit and Risk Management Committee to present an annual report to the Corporation for consideration and approval. The report details the Audit and Risk Management activities in the year and includes the completed Financial Management Control Evaluation (FMCE) which the Committee continues to use to self-assess the effectiveness of the College's financial management and control arrangements.

Although the Skills Funding Agency has removed the requirement to complete and submit the FMCE the Corporation **approved** that the Principal signs the assessment and **approved** for the College to submit the Audit and Risk Management Committee Annual Report to the SFA in line with the requirements of the Accounts Direction 2015 to 2016. The report was **proposed** by K Golding and **seconded** by A Maltpress.

6.2 **Annual Report of the Internal Auditors 2015/16**

The report was received and **considered** by members (minute book pages G893-G906).

The Chair of the Audit and Risk Management Committee advised the Corporation that it is the opinion of Internal Auditors for the 2015/16 academic year that College management has taken or has planned appropriate and timely action to implement the recommendations arising from the internal audit work completed in the year.

Seven internal audits were completed in the year; six consisting 'significant' and one with 'strong' assurance. A total of 17 recommendations were made; 2 medium and 15 low risk.

Overall, internal auditors are of the opinion that the College has adequate and effective risk management, governance, control and efficiency, effectiveness and economy processes in place to manage its achievement of the College's objectives.

In accordance with the Joint Audit Code of Practice the Corporation was asked to consider and **approve** the Annual Report of the Internal Auditors prior to its submission to the SFA. The Corporation **approved** the report. **Proposed** by K Golding and **seconded** by J Winter.

6.3 **Financial Auditor's Findings Report for the year ending 31 July 2016**

The report was received and **considered** by members (minute book pages G907-G937).

The College's external auditors have completed the audit for 2015/16 and their findings were confirmed in the report. This had been scrutinised and challenged by the Audit and Risk Management Committee at the 22 November 2016 meeting and the report confirms an unqualified opinion. It was the recommendation of the

Audit and Risk Management Committee that the Corporation **approves** the report and that the letters of representation for the financial statements and regularity audits be signed. The Corporation **approved** the recommendation. **Proposed** by K Golding and **seconded** by D Wildridge.

6.4 Annual Report and Financial Statements for the year ending 31 July 2016

The report was received and **considered** by members (minute book page G938).

The Annual Report and Financial Statements for the year ending 31 July 2016 were considered by the Audit and Risk Management Committee at the meeting held on 22 November 2016 and subsequently by the Resources Committee at its meeting held on 7 December 2016.

The Corporation was reminded that the format of the accounts has changed because of the new FRS102 accounting rule. Income and Expenditure is now called the Comprehensive Statement of Income and under the FRS102 accounting rules the costs of short term employee benefits such as holiday pay are also recognised as a liability and an expense. The other presentational change concerns the actuarial loss in respect of the defined benefit pension scheme which is now recognised below the surplus line for the year and, of course, the principal difference in the balance sheet is the treatment of deferred capital grants showing in reserves.

The bottom line is a deficit of £1.5m deficit due to FRS102 and the opinion on the financial statements made by the auditors (page 23 of the Annual Report and Financial Statements) therefore reflects a deficit of income over expenditure for the year 2015/16. However, after excluding pension and FRS102 adjustments it was noted that the operational surplus was £377K for the year ended 31 July 2016.

The Corporation **approved** the Annual Report and Financial Statements for the year ending 31 July 2016. **Proposed** by S Clarke and **seconded** by D Wildridge. Thanks and congratulations were extended to the Vice Principal Finance and Resources and his team for the hard work undertaken to complete the Financial Statements and Annual Report.

7

Strategic Matters

7.1 *Principal's Briefing*

The report was received and **considered** by members (minute book pages G939-G948).

The new A Level Sixth Form Free School in Bury St Edmunds will be life changing for the area and the young people in the region. Creating Suffolk Academies Trust has been and will be key to the success of this project as the College continues to work collaboratively with One, King Edward VI and other local feeder schools. The Borough and County Councils are fully behind the project which now has momentum behind it. The Heads of Terms for the acquisition of the site are to be determined and signed by the end of January 2017. It will be important to start the building work in the next few months to secure the predicted opening date of September 2018.

The Vitec Group are still in occupation at the Vintens site. The Vice Principal Finance and Resources is working on detailed designs/visuals in preparation for delivering a substantive item at the Governors' Strategic Conference in January 2017 around the College's Property Strategy. The Vice Principal Curriculum and

Quality has been looking at the curriculum offer on the site and the Project Manager, Michael Peachey, under the direction of the Vice Principal Finance and Resources together with the Director of Business Development, Phil Stittle, has been making good progress meeting with local organisations who are looking to support the project in various ways.

The Principal's Report detailed the impact on the College of the Sainsbury's Review to reform post 16 technical and vocational qualifications system. The Corporation was pleased to learn that the College has had the foresight to plan the curriculum to meet the certain changes ahead.

The Corporation noted the list of links that the College has with local schools and emphasised how important it will be to keep these close as the opening of the new Free School approaches. Members asked how the College intends to manage the capacity of key staff needed to progress the Free School Project. The Principal confirmed that discussions are taking place with managers to ensure that backfill and support is available at the appropriate time in the project plan.

The Local Government Secretary has informed Norfolk and Suffolk Leaders that the Norfolk and Suffolk devolution deal has been taken off the table. In light of this, the LEP agrees to reiterate its commitment to devolution as a means for delivering accelerated growth in the local and national economy and in doing so helping local people and places to fulfil their potential. The College continues to support this.

7.2 Area Review Update

The report was received and **considered** by members (minute book pages G949-G954).

The two Area Review Advisers; Lynne Craig and Andrew Tyley, visited the College on 14 December 2016. They met with the Principal, Chair of Governors, Chairs of Committees, Senior Managers, staff and students and took a tour of the College. The data of all of the Norfolk and Suffolk Colleges in Wave 5 has been received. West Suffolk College is the biggest provider of Adult Education and Apprenticeships in the counties and is the most financially stable.

The Advisers were bowled over by the people they met and the College as a whole and intend to highlight our work to the FE Commissioner using the creation of Suffolk Academies Trust, work with One and the successful application for the new Free School in Bury St Edmunds as an exemplar of great collaborative work. Their report from the visit is expected to be with the Principal early next week and may pose a number of issues to be thought about.

The first meeting of the steering group (held on 7 December 2016) was an introductory gathering of Principal's and Chairs to set the scene for the process ahead. There were no proposals on the table for debate but it appears that further to the College visits the second meeting may provide more insight into the thinking of the Area Review team and potential scenarios to examine. The next Steering Group Meeting of Principal's and Chairs is to be held on 11 January 2017 which may expose initial collaborative proposals for each College to start to consider.

7.3 Update on Multi Academy Trusts (SAT and SENDAT)

The report was received and **considered** by members (minute book pages G955-G960).

The report details a whole host of activities that both Academy Trusts are currently undertaking. It was noted that the CEO of SENDAT, Lawrence Chapman, has been tasked to rationalise his workload and more resource has been put into supporting him. The two governors of the College who are Trustees of the SENDAT Board confirmed that the Board has recognised that growth could be constrained by a lack of capacity so every effort to support the Trust to grow has been offered.

The Members of SAT have appointed four new Trustees to join the Board. Their contribution will provide a better balance of skills and a greater capacity to improve its governance arrangements as the Trust grows.

The Chair thanked A Whatley, who leaves the College at the end of December 2016, for her hard work and dedication to establish both SAT and SENDAT Multi Academy Trusts. She has also been integral to building and maintaining our relationships with the local schools and has been particularly successful in doing this. The Chair will express the thanks of the Corporation in writing to her.

RCarter

Information, Discussion and Decisions

8.1 Committee Chairs' Summary Report

The report was received and **considered** by the Corporation (minute book pages G961-G972).

Audit and Risk Management

There were no issues arising from the content of the report raised by members. The Chair of the Committee, K Golding, thanked N Roberts as he has had chaired the last two meetings of the Committee in his absence.

Standards and Excellence

There were no issues arising from the content of the report raised by members. The Chair of the Committee, S Daley, mentioned that the Committee is looking at HE performance and the outcomes arising from both the NSS and ISS surveys. The new HR Director is very proactive and a new 'Spotlights' staff appraisal process has been launched and a review of the College's Framework for Pay is planned.

Resources

There were no issues arising from the content of the report raised by members. The Chair of the Committee, S Clarke, mentioned that it will be looking at introducing a report or KPI monitoring of HE applications and enrolments. A meeting is to be convened for Committee Chairs to undertake a review of their KPI reports to ensure that they remain appropriate.

Appointments and Governance

There were no issues arising from the content of the report raised by members. The Chair of the Committee and the Corporation, R Carter, confirmed that the Committee had asked the Clerk to produce a College Events Calendar to show the dates of events in the year so that governors have good advance notice of events that they may wish to attend. The calendar is shared with Governors under item 10.1 of this meeting. In addition a briefing will be released each month to remind members of the activities coming up in the month ahead. The Clerk is also to remind Directors to keep their links with Governors live.

JBridges

8.2 Task and Finish Activities Report

The report was received and **considered** by members (minute book pages G973-G975).

The report provided the Corporation with an update concerning the work of Task and Finish Groups that have met since the last meeting of the Corporation in July 2016. It was noted that the Property Task and Finish Group has not met in the Autumn term but, as suggested above, the Property Strategy will be a substantive item at the Governors' Strategic Conference to be held in January 2017.

The work of the HE Growth Task and Finish Group has been focused around the Quality Assessment Return to HEFCE and the HE Strategy for the College; to ensure that HE is no longer considered to be only a bolt on to the College but an integral part of our offer. The Terms of Reference for the group were detailed in the report and it was noted that the return to HEFCE was submitted on behalf of the Corporation by the deadline date of 1 December 2016.

The Chair of the Task and Finish Group, C Higgins, confirmed that a letter has been sent to the UoS to give one year's notice that the UoS at West Suffolk College has applied to HEFCE to be able to directly recruit its own students with effect from February 2018 and work with other HEIs. The Task and Finish Group has also decided to rebrand itself as the University Studies Group in order to place a more corporate and strategic emphasis upon its work. Members agreed with this approach.

8.3 Safeguarding Annual Report 2015/16

The report was received and **considered** by members (minute book pages G976-G978).

There were no issues arising from the content of the report. Governors' attention however was drawn to the increase in the number of students accessing the student welfare service and particularly the concerning increase in the number of students presenting with mental health issues. There is a decline in the mental health services available to young people and while it is recognised that the College can't solve the issue it is at least supporting students to help them and to continue their learning. There appears to be an emerging trend where issues are undiagnosed at school and do not become apparent until they are recognised here at College. The student governor supported this sentiment and confirmed that more help is available at the College than in schools.

8.4 Health and Safety Annual Report 2015/16

The report was received and **considered** by members (minute book pages G979-G980).

The Governor Lead for Health and Safety, A Maltpress, confirmed that an internal audit of Health and Safety is to take place in the New Year and the Committee looks forward to receiving the report. The work of the Committee is going well and reporting has been enhanced, demonstrating a high level of compliance across the College.

8.5 Equality Objectives

The report was received and **considered** by members (minute book pages G981-G987).

The Governor Lead for Equality, Diversity and Inclusivity, K Points, confirmed that as a new Governor and new to the work of the Board she was pleased to see that the College is not complacent about its legislative obligations. Workforce and student data is reported and considered by the Board and achievement gaps by protected characteristics analysed and actioned. The Corporation **approved** the Equality Objectives detailed in the report and these are to be published on the College website. **Proposed** by K Points and **seconded** by R Inman.

LJohnson

8.6 Risk Management Update

The report was received and **considered** by members (minute book pages G988-G995).

The risk register has been updated to ensure that the key risks for the academic year remain appropriate. The Heat Map shows an increase in the number of high risks (red zone) between the months of June and December 2016 and that the number of risks within the medium (amber zone) has stayed the same at 13. Risks in the yellow zone have increased by 2 and risks in the green zone (low risks) increased by 3 from 11 to 14. There are 12 new risks added to the register and 5 have been removed.

9 Governance

The report was received and **considered** by members (minute book pages G996-GH001).

9.1 Register of Interests

The Register of Governors' Interests has been updated. In accordance with the Instrument and Articles of Government all members are required to complete the register to confirm their eligibility to serve on the Board. The register is available for public inspection on request and a similar Register of Interests for Senior Staff and Budget Holders has also been completed and updated. The Clerk confirmed that all entries have been received and a register issued to the Student Governor, W O'Reilly, to complete and return.

WO'Reilly

9.2 Governors' Conference

The Conference this year will again be held at the Bedford Lodge Hotel on Thursday 19 and Friday 20 January 2017. The format will follow two half day sessions. The programme is yet to be finalised but will cover a number of strategic matters to be discussed. The programme, once available, will be shared with Governors ahead of the Conference.

JBridges

9.3 Governance Improvement Plan

The progress against the plan is shared with the Corporation for information. Progress is monitored by the Appointments and Governance Committee. The plan currently shows that 3 of the 6 improvement actions have been completed, 1 continues as work in progress and 2 are still to be progressed. The Clerk is progressing this work.

10 Governors' Reports and Information

10.1 Representational Activities

The report was received and **considered** by members (minute book pages H002-H004).

10.2 Training, Development and Governor Link activities

The Chair has attended and represented the College at a range of events during the autumn term including meeting with College financial auditors, attending the

UoS launch celebration, UoS Graduation, AoC Area Review Conference in Birmingham, ACER Area Review meeting, Conservatoire EAST 'Our House' production, opening of the new Priory School/SENDAT facilities, College Open Events, Official opening of the new East Anglian Daily Times HQ in Ipswich, AoC Annual Conference, Magna Carta Evening Event in Westminster, Disability exhibition and workshop at College, Area Review Steering Group meetings and Christmas Event at Haughley Barn.

The Chair encouraged all governors to attend the College Open Events. These are a great opportunity to see and talk to College staff and potential students across a wide spectrum of our activities.

A number of ACER training events have been offered to governors over the autumn term and these will continue to be shared as they arise. The Clerk has also issued two Governance Briefings on the topics of Area Review and the Apprenticeship Funding from May 2017. A third Briefing is to be shared with Governors before Christmas on the topic of the Insolvency Act Consultation.

JBridges

11

Any other business

The College has received requests from Cambridgeshire and Suffolk County Council's Virtual Schools for Children in Care, to offer study programme placements for unaccompanied Syrian Asylum seekers. The Virtual School in Cambridge has a small number of 16-18 refugee children with the potential of a further 200 in need of support in the county. These are High Needs children who will need lots of support through their education but the College is best placed to be able to offer and deliver this. The suggestion is that students are placed onto the Access to Education programme with a focus on developing English language skills through ESOL. The course will support students to develop British Values and develop social skills, which will help them to settle into both the College and the Community. The Corporation strongly supported the proposal but was mindful that the provision would need to be appropriately resourced to accommodate the safeguarding and equality of opportunity needs of this vulnerable group of young people and the safeguarding of all students. A multi-agency and planned approach will be needed and the Principal was asked to engage in the discussions with the appropriate Local Authorities and report progress back to the Corporation. The Vice Principal Curriculum and Quality confirmed that Ofsted Inspectors had been in College on the day of this meeting as part of their inspection of the SEN provision of Suffolk County Council. They subcontract 91 High Needs Learners in Foundation Studies and vocational levels 1, 2 and 3 programmes in College and inspectors are looking at how Suffolk County Council is meeting their obligations under the new EHCP (Educational Health and Care Plans) framework. Inspectors have interviewed a number of managers at the College and spoken to two sets of young people. The outcome of the inspection is to be shared with the Corporation but the initial feedback from the visit has been very positive.

NSavvas

LJohnson

The Chair Designate, K Golding, expressed thanks on behalf of the Corporation to R Carter for his chairmanship over the past 6 years of his term of office as Chair.

The Clerk reminded all governors to notify her of their attendance plans concerning the Strategic Conference in January 2017 before the Christmas closure.

Members

12

Review of meeting

There were no comments made concerning the meeting. Any views can be passed to the Clerk.

Date of next meeting

Friday 24 March 2017 at 2.00pm. Room TG1.16

Meeting ended at 5.00pm