

**Time** 5.15pm

**Venue** Runshaw College (Meeting held via MS Teams)

**Present** Warren Middleton (Chairman), Yvonne Bradshaw, Jo Venn, Simon Partington (Principal), Joshi Jariwala, Andy Pratt, Alison Watson-Bird, Stephen Gregson, Ella Lawrenson, Jacqui Chatwood, Martina Jay, Jessica Gill

**In Attendance** Clare Russell (Deputy Principal), Wendy Higgin (Interim Deputy Principal), Janet Ivill (Director of Finance), Fatema Hussein (Head of Governance)

Meeting began 5.15pm

Meeting closed 7.45pm

Attendance 92%

**1. Apologies for Absence**

Apologies were received and accepted from Pam Pye.

**2. Declarations of Interest**

Governors were invited to declare any direct, indirect, pecuniary, personal or prejudicial interest relating to any item on the agenda for the meeting.

There were no declarations.

**3. Fraud Prevention Presentation**

Annette Barker and Michael Wong from KPMG delivered a presentation in which the following points were included:

- Information on the KPMG five pillar anti-fraud framework
- The risk pillar was considered to be the key one for Governors in relation to oversight and scrutiny
- Smaller organisations tended to focus one or two pillars / individual systems and the fraud control measures in place to address them
- The formal requirements in the audit code of practice in relation to governance
- Issues that Governors might want to consider in relation to fraud e.g. was a fraud response plan needed
- Governor awareness of what monitoring was being undertaken to reduce the risk of fraud
- Examples of fraud and misconduct in the education sector

## **Governor Questions**

**Q.** Where fraud has occurred, is it mainly because procedures have been circumvented?

**A.** There were occasions when fraud occurred as a result of processes being overridden but it often the case that many organisations don't have anti-fraud procedures in place

The Chairman stated that there had been a recent increase in fake emails from criminals pretending to be the Chief Executive and requesting large sums of money to be transferred. This was something that College needed to be aware of.

Governors thanked Annette Barker and Michael Wong for their informative presentation.

## **4. Minutes of The Meeting Held on 23<sup>rd</sup> March 2020**

### **4.1 Approval of the Minutes Part 1**

Agreed that: the minutes are approved as a correct record and authorised for publication.

### **4.2 Matters Arising from the Minutes**

The action progress log was reviewed and the following points noted:

#### **Governor Link Programme**

The Principal reported that a draft protocol for learning walks had been developed and would be discussed at the Search & Governance Committee meeting.

A Governor suggested that the current link Governors made contact with their link areas so that communication was maintained during the College closure.

#### **ACTION:**

The Head of Governance to circulate Governor link information to Principal who would suggest the relevant member of staff to contact.

#### **Inspection Readiness**

Mazars had undertaken an inspection readiness audit last week and the report would hopefully be available for the next Audit Committee meeting.

The Head of Governance advised that an Ofsted readiness session for Governors had been arranged for 12 June at 3pm with an external evaluator.

## **5. Principal's Report**

The following update was provided by the Principal:

### **Centre Assessment Grades**

Good progress was being made and there were no major concerns to report. The Chair of Standards and the Vice-Chair were regularly updated on progress.

## **Governor Questions**

**Q.** Had the college provided feedback on the proposals for determining the results for the Vocational qualifications?

**A.** It was confirmed that College had responded to the consultation.

- Q.** When were the arrangements for the vocational qualifications that Runshaw offers likely to be available, and would they have any impact on L1 and L2 students planning to progress?
- A.** Details were now starting to emerge as to how centres should provide calculated grades, but College still waiting for the “final” official advice. It was highly unlikely that the progression of students in L1 and L2 would be affected by the calculated grades process as the progression criteria at Runshaw were based mainly on attitude and attendance at L1 and L2.

## **5.1 Business Continuity / Re-Opening of the College**

The Principal explained that:

- Management had given consideration to two specific time periods for re-opening of the College; June/ July and September onwards
- The Government advice was that Year 12 students were a priority and there was an expectation for them to have some face to face contact on campus
- However, the Government were also advising that bus travel was avoided, and the majority of Runshaw students came to College on the bus
- The following factors had been taken into consideration in deciding whether to re-open the College:
  - Health, Safety and well-being of staff and students
  - Quality of education that could be provided
  - Practicalities of putting social distancing and other safety measures in place before 1 June
  - The lack of PPE (Personal Protective Equipment) as most of it had been donated to local hospitals
  - The financial implications of partially re-opening
- Parents and students were also not keen to return to College premises yet
- Management had therefore concluded that it was best to continue with the current model of online delivery for June and July
- Onsite learning would continue to be offered for key worker children and vulnerable students
- A pilot would also be run to bring some students back onto the campus before the end of the summer term

### September 2020 Proposals

The Principal advised that:

- Two scenarios were being planned for September
- The first was that normal College operations could resume in September
- However a second option of a blended model with students in College some of the time was also being considered
- More detailed plans on this option would be provided to Governors in the summer term
- Attendance for A level students could be less frequent than for entry level courses
- It would not be possible to continue with online learning only in the new academic year as the broader student experience was far more difficult to replicate online

### Governor Questions

- Q.** The Government guidance issued on 11<sup>th</sup> May mentions students on their 1st year of a 2-year course all being expected to have some face to face contact before the end of term. Will this be possible, particularly with the logistical transport problems of not wanting to run all the buses for 1 or 2 students?
- A.** Given the nature of the college, in which 65% of students travel by bus, it would not be possible to provide on-site face to face contact with teachers for all year 1 students before

the summer break. However, students have been taking part in virtual face to face interactions with teachers, via Zoom, MS Teams etc.

- Q.** Do current Level 1 and Entry Students who are hoping to progress fall into this category as well, as they will also be taking examinations and completing a qualification the following year?
- A.** Yes - most L1/ Entry students were also in Year 12.
- Q.** Will there be any impact from the Government's guidance/advice issued on May11th that vulnerable students should now be encouraged to return to school/college? How many of these are expecting to return to college next year?
- A.** Some vulnerable students may wish to return to college in June/July and College would be letting them (and their parents/carers know that this is an option for them) – however, it was expected that most of them will wish to continue with on-line learning from home. College was expecting to enrol the usual number of vulnerable students in Sept 2020

The Safeguarding Governor reported that staff were in regular contact with vulnerable students who had the opportunity to let College know if they wanted to be on site.

The Student Governors stated that it was important for students undertaking practical courses to be able to return in September, and that Student mentoring schemes also needed to be made available online.

A Governor advised that grant funding was available for purchasing additional IT equipment for students who did not have access to any, and suggested that College investigated this further.

#### **RESOLVED:**

Having considered all of the key factors including health and safety considerations, the Board approved the proposals:

- To continue with the current model of online learning for all students for June and July
- For College to undertake a pilot for some students to return to the campus in June or July
- Normal College operations to resume in September 2020 subject to Government guidance
- Plans to be developed for a blended learning model with students in some of the time, the frequency depending on the nature of the courses they are studying

## **5.2 Strategic Plan 2020 – 2021 - Update**

- The draft plan had been reviewed by the College Management Team
- A full staff consultation was to be undertaken this week with ideas and suggestions to be fed back to management
- The three key priorities, quality, partnerships and facilities agreed earlier in the year were still considered to be relevant
- The proposed theme for next year was “Changing lives in changing times”

## **6. Apprenticeship Programme Update**

The following update was provided by the Interim Deputy Principal Wendy Higgin:

- Progress against the action plan was being rigorously monitored
- There was still a mixed picture in relation to consistency of performance and compliance from a trainer assessor perspective
- Most apprentices were happy with their progress and the support they received, but the apprenticeship records indicated a high quality evidence base was lacking
- Management oversight had improved due to the implementation of the new in-house tracking and monitoring systems
- Apprentice feedback was encouraging, and generally all have had a positive experience -

- Current best-case timely achievement for all apprenticeship types with a 19/20 end date is 69.9% (75.4% in March)
- Current best-case timely achievement for all frameworks with a 19/20 end date is 78.8 (82.5% in March) compared to a NB of 65.2%
- Current best-case timely achievement for all standards with a 19/20 end date is 62.4% (67% in March)
- Current best-case overall achievement for all apprenticeships with a 19/20 end date is 77.9% (81.9% in March)
- Quality Audit Strategic Review Group (SRG) meetings with Heads of School were in progress, and targeting high risk areas first.
- The Apprenticeship action plan had been updated to address recommendations from the external temperature check in April.
- A final external review was scheduled for 2-4th June and College wanted to be in a position where it was closing in on a 'good and rapidly improving' judgement

### **Governor Questions**

- Q.** Where assessors are continuing to be resistant to change what actions are being taken to address this?
- A.** The new Apprenticeship Strategic Review Group meetings (SRGs) started in late April and are informed by the monthly quality audit reports, which show very clearly, at Trainer Assessor (TA) level any shortcomings in relation to the 10 major areas identified as requiring improvement across our apprenticeship provision.
- Q.** What impact are these low performing assessors having on learning experience and learner outcomes/results? What can be done to mitigate this impact in the short to medium term?
- A.** At this point the best case timely achievement and overall achievement rates for IT, Business Administration are largely unaffected and remain above target. The best case timely achievement rates for AAT and Engineering are impacting negatively. Management are proceeding with quality audits, SRGs and performance management interventions where required to drive improvements. In addition, the apprenticeship learning mentor is supporting curriculum teams and any apprentices flagged as a cause for concern from an expectations and motivational perspective.
- Q.** What else can be done to educate and support apprentices on quality of learning and evidence of assessments progress?
- A.** We are in the process of updating the apprenticeship handbook which outlines our expectations (particularly with regards to OTJT records and reviews) We are also continuing to develop My Track, which is the learner-facing version of our On Track system, so that apprentices can view their own progress.
- Q.** Are we clear on objectives and expected levels of performance with learners and staff?
- A.** The apprenticeship conference in January and associated documents clearly highlight the messages to staff, and the importance of taking these requirements on board. As detailed above this has been followed up with the robust quality audits, SRGs and use of the PSP process.
- Q.** Are we using technology to best effect to drive transparency and insight on assessor and apprentice engagement?
- A.** The new in-house tracking and monitoring systems clearly shows the individual apprentice's profile and can be filtered by TA. A new suite of data reports has very recently been launched that are accessible and visible, and enable managers to routinely monitor performance. Heads of School have reported they are already helping them to manage their individual TAs more effectively.

- Q.** Do we need to do more on attitudes, behaviours and values to drive a higher performing culture with assessors, apprentices and employers?
- A.** Increased 'ownership' of apprenticeship agenda by Heads is evident, and they now have the right tools to actively monitor performance, and are prioritising this work.  
We will continue to work proactively with our managers via the robust performance monitoring activities in place, and carefully consider the impact via a range of measures including stakeholder feedback, and outcomes. It is recognised further strengthening relationships with employers needs to be an area of focus moving forward, to achieve the aspiration of a high performance culture across the tripartite arrangement.
- Q.** Are the falls in Best Case success rates because of the lockdown and apprentices not being able to complete?
- A.** Apprenticeship withdrawals are depressing the best case achievement rate for those due to complete in 19/20. A break in learning (BIL) may push the achievement or failure in to next year depending on when/whether an apprentice re starts their apprenticeship. Following updated Covid 19 Government guidance on apprenticeships in April, we have emailed all employers to let them know that training may continue during furlough.
- Q.** What conversations/actions College has undertaken to date with other providers with a view to understanding overlaps of provision and whether by working together, the various offerings could be streamlined to meet the needs of the community in a more cost efficient manner?
- A.** Further improving our partnerships to better meet the needs of our community is one of the three proposed key priorities for 2020/21 within the draft Strategic plan.  
Tim Cahill, Director of School, Employer and Community Relationships (SECR) is leading work to develop this agenda.

## **7. Online Learning - How is it going so far?**

The Deputy Principal Clare Russell provided an update on online learning and the following points were noted:

- The different approaches to online learning - management had not prescribed a particular approach or platform for teaching teams to use
- Many teams and individual teachers have therefore been highly innovative and creative
- An overview of the approach being used for each course had been captured in a central spreadsheet
- Managers had "dropped in" to a sample of lessons
- Online feedback systems had been developed between Teachers and Students
- College was continuing to maintain high expectations for attendance as usual during this period
- It was pleasing to note that attendance remained high for those students on 2-year courses, who will be continuing next year
- The programmes with contact below the attendance target were those due to complete this summer, in which students have been advised that their grades will be calculated
- An online survey was issued to all students in Year 1 of a 2-year course (A Level, Advanced Vocational and HE)
- Questions adapted from those normally used in the COR process (which are based on Ofsted's EIF) were used
- Positive feedback had been received overall; with an average score of Agree to all questions
- All managers had been requested to action plan based on the individual course feedback
- Runshaw would seek to demonstrate sector best practice in the delivery of online learning and aim to be demonstrably "outstanding" within a remote learning model

### **Governor Questions**

- Q.** How much of the technology based approach and emerging best practice is being shared with/run collaboratively with the Apprenticeship programme?

- A.** Martin Rigby, in his role as both AP (Assistant Principal) Apprenticeships as well as AP Teaching & Learning, is ensuring that best practice is being fully shared with all teachers and trainers. The videos shared at the College Improvement Day next Friday (22nd May) are for all staff to view.
- Q.** What does good look like in this space? What lessons learned have emerged and how can these be built on?
- A.** We recognise that it is necessary to redefine what we are looking for in an outstanding session delivered online, but also maintain that the key components of highly effective teaching and learning are no different whether online or face-to-face. Following the drop-in observations, Clare Russell has begun to draft a set of grading criteria based on the EIF, specific to online learning.
- Q.** How much of the online learning can be carried forward to Business as Usual post the current Covid 19 challenges?
- A.** We are certainly finding many opportunities emerging from the current challenges. A “flipped learning” and “blended learning” approach may become the norm for much of our provision in the future. The resources that teaching teams are developing will continue to be used even if we return to fully face-to-face delivery.
- Q.** For Level 1 and level 2 students who want to progress; will their current "attendance" be a factor for progression? Are they the "vulnerable" students - do they have access to IT at home?
- A.** All students have already received a conditional offer for internal progression. Progression SRBs are taking place in every curriculum area – Heads of Studies and Curriculum Leaders discussing each student and their individual circumstances on a case-by-case basis. “Attendance” or engagement with online learning will be one factor discussed. It will not be an overriding factor and individual circumstances and reasonable adjustments will be applied. Our over-arching principle will be to ensure that no students are disadvantaged.
- Q.** There seems to be only a very small number of returns from Vocational Yr 1 students. Is this a concern and has it been followed up?
- A.** The online learning attendance report is run bi-weekly and was created to reflect attendance, i.e. counting contact with every teacher on a course. However, the Vocational L1 courses have a remote lead for teaching and learning rather than every teacher making contact which is why the percentage looks low.

In response to a request for feedback on online learning, the Student Governors stated that it was challenging for subjects where debate and discussion was required, for example History and Philosophy.

The Deputy Principal Clare Russell advised that the use of Zoom breakout rooms was being considered to hold discussions. College was also using Instagram to try and get a sense of community amongst student groups such as in Health and Social Care.

## **8. Management Accounts April 2020**

The Director of Finance presented the management accounts and explained that:

- College was on track to meet a revised budget surplus of £100,000 and maintain Good financial health
- It was however seeking an adjustment to the covenant terms for the year ended 31 July 2020
- The College was proposing that the covenant "Operating cash flow must be greater than 1.75 x debt service costs" was amended to "Operating cash flow must be greater than 1.0 x debt service costs"

- This would allow management to take appropriate strategic actions to ensure ongoing financial stability despite the current risks and impact of the COVID-19 pandemic.

### **Governor Questions**

- Q.** Has the potential breach of the loan covenant been discussed with Finance Committee co-opted members?
- A.** No detailed discussion have taken place with the Finance Committee members, however, meetings with Barclays have been productive to date. The bank are supportive of an amendment to the operating cash ratio
- Q.** Is the Barclays covenant breach a 'one off' occasioned by CV-19 impact? Or does it point to an underlying issue / risk of future breaches even when things are back to normal?
- A.** The supplementary paper shows the pre-covid and post-covid position for the covenant. Barclays are happy that there is no underlying financial concern. If we continue to make a surplus, then we will meet the covenant - the issue arises with the significant difference in 'pre-paid' cash for next year.
- Q.** What has been discussed to date with Barclays re the proposal to revise the covenant? Have they given any informal indications as to what level of revision they might accept?
- A.** The advice from the Relationship director was to be prudent in the forecasts, as the underwriters want to be able to see a pre and post COVID position
- Q.** Would Barclays be charging a fee for amending the covenant?
- A.** They had stated that no fee would be charged
- Q.** How confident was the Director of Finance that Barclays would accept the amendment to the covenant?
- A.** It has been assumed that Barclays would expect the operating cash flow to at least cover the payment of capital/interest and the proposal is to start from that point. Assurances have been given that Barclays would be 'understanding' so long as we can show a pre and post COVID position.
- Q.** What would be the maximum that could be accepted if Barclays did not agree to the proposal?
- A.** The College could accept Operating cash flow must be greater than 1.4 x debt service costs. The Finance Committee would be consulted if Barclays requested anything greater than this
- Q.** Would the amendment to the covenant be a temporary measure?
- A.** It would be for one year only to take account of the impact of Covid 19 on College finances
- Q.** Over what timeframe do we receive income in a normal year? There is some press comment that HE might receive Government income upfront / on an accelerated basis for 2020-21. Might that apply to FE sector?
- A.** The ESFA issue a cash flow for payments at the start of the year. They are always phased to reduce in January, February and March - as the ESFA profile to their fiscal year budget, compared to our academic year. Payments then increase again in April. There has been some talk about the ESFA being able to 'prepay' some of the cash for next year's allocation in the April - July period this year to help those institutions with cash flow problems.
- Q.** Are we ensuring that necessary maintenance is identified and carried out?
- A.** The programme of essential maintenance was continuing and College was able to take advantage of the fact that there are no students on campus.
- Q.** How was the proposal to furlough staff received both by those affected and the rest of the staff team?

- A.** The furlough arrangement was received positively by the catering team. All eligible staff, with the exception of the Catering Manager, have been placed on furlough. Some concerns were raised with regard to general job security.
- Q.** Why were pay costs in April above budget and was this the impact of pay increases?
- A.** This is because of the payment of Holiday pay for variable hour's contracts – we pay this 3 times a year – December, April and July – so there is a peak in those months. We budget on a straight line basis, so have variances in these months.
- Q.** Is there potential for a degree of 'bounce back' from September onwards for apprenticeship income programmes?
- A.** Management been prudent in the planning for next year, and were hoping for a bounce back and the budget to be exceeded.
- Q.** Is the total of contingency costs similar year on year; i.e. the increase of c £1m is in 'true' underlying costs?
- A.** The College does not typically have a large contingency budget. We have allocated this as the underlying risk for next year feels very different and we need some comfort in the budget. We are shown to have an increase of £1m as the forecast for 19/20 includes the savings we are making this year as a result of COVID.
- Q.** Does the quality of the relationship with the LEP have any bearing on our ability to attract students onto any of our programmes - apprenticeships for instance?
- A.** recruitment to apprenticeships is heavily influenced by the local economy which the LEP has a critical role in shaping. Awareness of the LEP plans is part of our overall considerations for curriculum offer.

**RESOLVED:**

The Board approved the request to change the loan covenant terms with Barclays

**9. Emerging Budget Position 2020/2021**

The Director of Finance updated Governors on the 2020/21 budget position and the following points were noted:

- The key assumption was that “normal” operations would resume, but some disruption highly likely
- College has some level of comfort with the 16-18 lagged funding system
- However, an impact on other lines of income was anticipated, with some additional (mainly not yet known) costs
- A £100,000 surplus was being forecast with circa £1m capital spend (mostly IT related)
- College would maintain “Good” ESFA financial health rating
- All Loan covenants would be achieved
- No job losses were assumed (other than natural retirements, reductions in hours)
- No pay award assumed, and this would be subject to affordability and capacity within our “contingency” budget
- A contingency budget of £0.5m had been allocated to offset risks

**10. Future Governance Arrangements**

In response to a question about the current governance arrangements we have in place fit for purpose or is there anything else that needs to be amended/enhanced, The Head of Governance stated that:

- The current arrangements seem to be working at the moment, but would suggest that we review again after the June Committee meetings have taken place
- Arrangements for the next academic year also need to be agreed if face to face meetings are not able to take place

- In light of the current circumstances, the Board needs to be prepared to meet more frequently in order to respond to any urgent / emerging issues

### Coronavirus Leadership and Governance Group

The Head of Governance advised that:

- The latest Government guidance stated that College Board should consider establishing a Coronavirus Governance & Leadership group
- It would meet regularly to monitor the board approved plan for increasing learner attendance and consider any required adjustments and/or circumstances that may have arisen that require an immediate policy response
- The group's membership, role and relationship to the full board should be agreed by the board, along with regular reporting protocols
- This group would monitor progress against the plan and be advised of decisions that may be required to be taken by the Principal and senior leadership team SLT
- It should include the Head of Health and Safety and the designated safeguarding lead
- The group also needs to consider financial implications and direct as appropriate

#### **RESOLVED:**

Governors considered the guidance and agreed that it was discussed further at the Search & Governance Committee meeting

#### **ACTION:**

Head of Governance to present proposals for consideration

## **11. Standards & Curriculum Committee Terms of Reference**

The Head of Governance advised that at the request of the Committee, the Terms of Reference had been reviewed and amended to give more prominence to the role of Governors in securing and promoting learner outcomes and experiences.

These had been accepted by the Committee are being recommended to the Board for approval.

#### **RESOLVED:**

The Board reviewed and approved the revised Terms of Reference for the Standards & Curriculum Committee.

### **11.1 Organisational Development Committee Terms of Reference**

The Head of Governance explained that:

- Following the adoption of the Senior Postholder Remuneration Code in January 2020, the Board had previously agreed that a separate Remuneration Committee was established
- It was proposed that the name of the current Remuneration & Organisational Development Committee was changed to Organisational Development
- Membership of the Organisational Development Committee would remain the same and include: Joshi Jariwala (Chair), Diane Bourne, Louise Myers, Pam Pye, Principal, HR Director (in attendance)
- Separate Terms of Reference have been developed and recommended for approval by the Board
- The revised Committee arrangements would be implemented from 1 September 2020

#### **RESOLVED:**

The Board approved the membership and Terms of Reference for the Organisational Development Committee.

## **12. Policies**

### **12.1 Policy on Income Derived from External Activities**

It was noted that this policy had been considered by the Remuneration & Organisational Development Committee at the March meeting.

#### **Governor Questions**

**Q.** On average, how many days did examiners and Ofsted inspectors actually take as paid leave?

**A.** Staff who were Ofsted Inspectors took 12 days and examiners took 2.5 days

**Q.** Should there be a requirement in the policy that staff had professional indemnity insurance to mitigate any reputational impact if a case was brought against them?

**A.** Staff are covered by the college's professional indemnity insurance policy – for claims up to £5 million.

#### **RESOLVED:**

The Board reviewed and approved the policy

### **12.2 Complaints Policy**

It was noted that very minor changes had been made to the policy.

#### **RESOLVED:**

The Board reviewed and approved the policy

### **12.3 Freedom of Expression**

The key changes to the policy were highlighted to Governors.

#### **RESOLVED:**

The Board reviewed and approved the policy

## **13. Risk Register**

The register was reviewed and it was noted that there were currently 15 high priority risks with the top three confirmed as 16-18 recruitment, transport and IT / Cyber Security.

#### **Governor Questions**

**Q.** What arrangements were in place for keeping in contact with prospective students who had accepted a place at the college for next year? Had all the interviews finished before lockdown and what was the current situation on applications and acceptances?

**A.** Course leaders had been emailing applicants with subject related news and activities. A VIP "offer holders" virtual new students day event for Y11 applicants was being held on 8th, 9th and 10th June. Interviews have been taking place via phone-calls since lockdown, and 5200 applications had been received with 4700 acceptances. The figures were similar to the position one year ago in May 2019

Q. Were risks allocated to different members of the senior management team to ensure that no areas were overlooked?

A. All of the risks were assigned the appropriate member of the Senior Management team

## 14. Safeguarding Update

### Governor Questions

Q. There are 168 'unknowns' listed. Is that correct? What does that mean in terms of understanding drivers and assessing outcomes?"

A. This data records the issue that the student first disclosed when they requested a Counselling appointment. In 168 cases, the student did not give a reason for requesting the appointment. The initial data is just one way of segmenting the full volume of counselling appointments requested. The team use this to develop pro-active approaches and resources targeted at the most common issues.

The following update was provided by the Safeguarding Governor following her attendance at the recent Safeguarding Steering Group meeting:

- Assurance that students were continuing to be supported, protected and helped as appropriate and as far as currently possible during the current circumstances
- There were improvements that could be made in some areas, but staff and managers were in contact with each other and continuously updating "systems" as necessary
- Required Safeguarding training for relevant staff was continuing.
- The Child Protection Policy had been updated, as required because of remote learning, so met current statutory requirements and all staff had been informed

## 15. Governance Impact Statement

- Discussion and decisions taken on plans for re-opening the College
- Decision on amending the bank covenants
- Monitoring of online learning and feedback from Student Governors
- Suggestion re continuation of link Governor Programme
- Discussion on applications for September
- Governance arrangements and proposal to set up Coronavirus task and finish group
- Decision on Remuneration Committee membership and delegated powers

### Change in Order of Agenda

#### 17.1 Any Other Reserved Business

Discussed under reserved business.

#### 16. Remuneration Committee Membership & Delegated Powers

Discussed under reserved business.

#### 17. Corporation Meeting Minutes - Part 2 – 23<sup>rd</sup> March 2020 & 21 April 2020

Agreed that: the minutes are approved as a correct record.

#### 17.2 Matters Arising from the Minutes

There were no matters arising from the minutes.

The date of the next Board meeting was confirmed as Monday 6<sup>th</sup> July 2020 at 5.15pm