



THE CORPORATION OF WALTHAM FOREST COLLEGE

19 DECEMBER 2023

The meeting of the Corporation of Waltham Forest College will be held on Tuesday 19 December 2023 commencing at 18:00 at the College in Room 208

12 December 2023

AGENDA

1. WELCOME AND APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS

Governors are asked to make known if they have any interests to declare given the issues included on this agenda.

3. MINUTES OF THE MEETING OF THE CORPORATION HELD ON 9 NOVEMBER 2023 (enclosure) **PB**

i. The Corporation is asked to agree the accuracy of the minutes so that they may be signed by the Chair as a correct record.

ii. Report on Chairs action and use of Corporation Seal since last meeting

a. T Level Equipment Tender Recommendation

b. Utilities Contract Update

4. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT THE SUBJECT OF SEPARATE REPORTS

ITEMS FOR DISCUSSION AND/OR APPROVAL

Members are reminded that they are also invited to raise any issues in advance of the meeting on points of query with the authors of the agenda's reports.

5. STUDENT GOVERNOR REPORT (enclosure) **KOM / SC**

6. PRINCIPAL'S COLLEGE REPORT – PRESENTATION (enclosure) **JG**
The Corporation is asked to receive and consider the Principal's report.

7. SAFEGUARDING AND PREVENT (enclosure) **AA/ RW**
Safeguarding and Prevent Report and Revised Safeguarding Policy

8. SUBCONTRACTING (enclosure) **NK**

9. COLLEGE OF SANCTUARY STATUS (enclosure) **SH**

10. AUDIT AND RISK COMMITTEE

10.1 Draft Minutes of the Meeting on 30 November 2023 (enclosure) **RN**

10.2 FINANCIAL STATEMENTS 2022-23 (enclosure) **RN / AR-T**

The Corporation is asked to receive, consider and approve the draft Financial Statements Report, Audit Findings Report, Regularity Audit Self-Assessment Questionnaire 2022-23 (SARQ) and Letter of Representation for 2022-23

10.3 Internal Audit Service Annual Report 2022-23 (enclosure) **RN / AR-T**

10.4 Annual Report of The Audit and Risk Committee 2022-23 (enclosure) **NS**

11. CURRICULUM AND QUALITY COMMITTEE

11.1	Draft Minutes of the Meeting on 28 November 2023	(enclosure)	AM
11.2	COLLEGE SELF-ASSESSMENT REPORT – SAR – 2022/23 AND QIP 23 /24 <i>The Corporation is asked to consider and approve the College Self- Assessment Report Gradings 2022/23.</i>	(enclosure)	AM/ HR
11.3	Curriculum and Quality Report	(enclosure)	HR
11.4	A Levels and GCSE proposal	(enclosure)	JM
12.	FINANCE AND RESOURCES COMMITTEE		
12.1	Draft Minutes of the Meeting on 5 December 2023	(enclosure)	YA
12.2	Income and Expenditure 2023-24 – Monthly Management Accounts For 31 October 2023	(enclosure)	AR-T
12.3	Update On Progress with The Capital Projects	(enclosure)	AR-T
12.4	Land Acquisition Proposal	(enclosure)	AR-T
12.5	Health & Safety update (For information)	(enclosure)	AR-T
13.	COLLEGE RISK MANAGEMENT		
	<i>The Corporation is asked to receive and consider the College Risk Register</i>	(enclosure)	AR-T
14.	SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE		
14.1	Draft Minutes of the Meeting on 5 December 2023 (Part 1)	(enclosure)	YA
14.2	Re- Appointment of Independent member to the Audit and Risk Committee	(verbal)	YANS
14.3	Annual Governance Report	(enclosure)	NS
14.4	Governance Action Plan	(enclosure)	
15.	ANY OTHER ITEMS OF URGENT BUSINESS	(verbal)	PB
16.	CORPORATION MEMBERS - REFLECTIONS ON MEETING	(verbal)	PB
17.	DATE OF NEXT MEETINGS:		
	Strategy Day – Saturday 9th March 2024		
	Corporation – Tuesday 26 March 2024		
	Corporation – Tuesday 9 July 2024		