

## MINUTES OF THE CORPORATION MEETING

HELD ON WEDNESDAY 9<sup>th</sup> DECEMBER 2020 AT 6.00 P.M. MEETING 20/02

Present: Ayas Fallon Khan, Jane Farrell, Paul Herridge, Donna-Marie Janson, Simon Lindfield, John McKee, Janice Robinson, Bo-Min Ryu, Richard Seager, Lucy Townsend, Katharine Travis, Alan Walker, Brendan Ward, Simon Waters, Aldona Wheeler

Ayas Fallon-Khan joined the meeting at 6.30 p.m.

In Attendance: Peter Bailey, Elaine French, Lisa Watkin-Stevens, Louise Pennington

Apologies: Jane Farrell

In the Chair: Janice Robinson

### 1. Welcomes and Apologies for Absence

Welcomes: John McKee

The meeting was quorate.

The Chair reminded Governors of the remote meeting protocols, details of which had been circulated prior to the meeting and also referred to the various Google Meets' options e.g. screen formatting, chat function etc

The Corporation also agreed that the meeting could be recorded.

Apologies – as recorded above.

The meeting started with an introduction from each person present for the benefit of new Governors.

### 2. Membership Matters

The recommendations within the Search and Governance Committee meeting held on 24<sup>th</sup> November 2020 were endorsed, as detailed below:

- a) Reminder that Paul Herridge will become an External Governor (Parent Governor term ends as at 31<sup>st</sup> December 2020) replacing Andy Breckenridge, following his resignation External Governor, with effect from 1<sup>st</sup> January 2021, as approved at the last Corporation Meeting.
- b) Noting that the Search and Governance Committee had recommended that an investigation commence for business representation on the Governing Body from medium larger companies in the locality. **ACTION: Janice Robinson/Louise Pennington**
- c) **Parent Governor Elections' Outcome** – Cintha Archer and Belinda Dutch – to be appointed with effect from 1<sup>st</sup> January 2021 for a 2-year term of office.

Thanks, were recorded to Paul Herridge and Dawn Howard for their support as Parent Governors over the last 2 years.

### 3. Declaration of Interests:

None recorded other than those notified at previous meeting declarations and as recorded in the Register of Interests' folder.

### 4. Minutes of the Corporation held on 14<sup>th</sup> October 2020

The minutes of both meetings were approved by the Corporation, subject to the following revision:

Reference to coastal Colleges' initiative: revise group definition: Coastal Colleges' Group includes – Haywards Heath and Worthing, Plumpton, East Sussex Group (Lewes, Eastbourne and Hastings), GBMet, Bhasvic and Varndean College. **ACTION: Louise Pennington**

### 5. Matters Arising and Action Points – Progress Report and Significant Risks Schedule

The progress of the following items was discussed:

The Corporation noted that actions which had been completed since the last meeting, together with those which were on-going or deferred owing to the pandemic.

Regarding the financial regulations – it was recorded that as agreed earlier in the term, Elaine French and Louise Pennington had met remotely with Alan Walker and Richard Seager (Audit Committee) on 1<sup>st</sup> December 2020 to resolve the final details of the new financial regulations and that the final version would be submitted to the Audit Committee at its January 2020 meeting for consideration before final approval at Corporation later in January. Thanks were recorded to Alan Walker and Richard Seager for their work on finalising this. **ACTION: Elaine French**

It was noted that the action schedule would be updated to reflect any changes detailed above. **ACTION: Louise Pennington.**

**SIGNIFICANT RISKS 2020/2021**– the Corporation noted the risks for 2020/2021 and agreed to bear these in mind with reference to the Meeting's business.

### 6. Chair's Report

Janice Robinson reported on the following matters, noting that there was no written report owing to the fact that feedback and recommendations from the Strategic event were not available until after the Corporation meeting papers had been dispatched:

- **Strategy Event feedback:**
  - on line event with good attendance by Governors and SLT. SLT provided a power point presentation on the current issues, future options and issues including funding, curriculum, demography, economy, environmental issues and education sector trends (to be circulated to all Governors: **ACTION: DMJ/LEP**).
  - agreed to take forward 4 main themes:

- a) Adult Education expansion – strong support for expanding the College’s adult education provision, including retaining options and continuation of leisure classes which the College is already providing for the local community.
- b) T Levels – there was limited enthusiasm for these qualifications owing to the requirement to have high level of employment placements, which would be difficult within the City, where there are few large employers, combined with the fact that the College already provides very successful and popular applied general qualifications (BTECs). However, it was agreed that T Level options should be investigated including whether some of the College’s BTECs may be converted to T Levels. SLT has agreed to take this action forward. **ACTION: SLT**
- c) Improve the College’s estates where possible including investigation of options for accommodating more Students in the longer term.
- d) In light of the changes in working practices as a result of the pandemic, to go forward with initiatives and developments which have worked well, including an element of remote working.

- **Coastal Colleges’ Initiatives and Collaborations:**

Chairs of Colleges with support from Principals have been working together on a project which aims to enable greater collaboration between Colleges in the coastal group and the respective Local Authorities (Brighton and Hove, East Sussex and West Sussex). The aim of the project is to achieve greater FE strategic development in the local area, in anticipation of the requirements and expectations from the new Government White Paper (not yet issued). In addition to the various FE Institutions and the Local Authorities, Sussex University and Brighton University have also expressed interest in joining this initiative, along with input offered by the SFCA and the AoC. The broad aim would be to establish a strategy to developing voluntary initiatives, before specific new Government requirements have been set out. The next meeting to progress this initiative, has been scheduled for the New Year with the intention of identifying areas of common interest to achieve necessary changes for the benefit and development for the sector. At the last meeting, Chairs discussed common areas of interest which could be taken forward and with respect to Varndean’s priorities, this was based on health and social care and the green economy.

## 7. Principal’s Report

- a) **Pay Negotiations for Teaching Staff:** The Principal advised that there was no further progress on discussions between the Teaching Unions and the SFCA representatives, since the report at the last Corporation meeting in October.
- b) **Staff Survey:** Summary of key responses: 140 Staff completed the survey (50% higher than last year); positive feedback from many Staff about feeling safe back on College site, post lockdown (however, it was noted that the responses varied depending on the demographics with older Staff, being less happy to return on site owing to ongoing Covid implications). Following SLT’s analysis of the key issues from the survey, an educational psychologist was recruited to provide additional support to Staff, via an inset day scheduled for next Friday. In response to a request from Governors, the Principal confirmed that she’d provide an update of the key themes from the Inset day, at the January 2020 Corporation meeting. **ACTION: Donna-Marie Janson**

- c) **Update on Covid:** No Staff have tested Covid positive yet, with 19 Students having tested positive, although none of these have been as a result of College transmissions, but from family members. 15 Students have isolated this week so have not been in on-site lessons; teaching has continued for these Students on line instead.

## 8. Student Governors' Report

Bo-Min Ryu and Lucy Townsend presented their report to Governors and the various issues identified by Students arising from the pandemic were noted:

- Referring to the update given at the October 2020 Corporation meeting regarding the proposal to have Student representatives per subject clusters to ensure effective communication between Staff and Students, Bo-Min Ryu confirmed that progress had been made and that the SU Executive were working with Pete Bailey and the Assistant Heads of Schools, to finalise the subject representatives, who would then attend the Student Council meeting with effect from the New Year. Feedback of key issues from these meetings would then be provided to Corporation. A wellbeing Instagram page has also been established.
- Wellbeing Initiatives: cross College collaboration with Andrew Wright (Action Your Potential), who has developed a neuroscience/psychology podcast to help Students. The SU is working on developing a new section on the Student section of the website, to include podcasts and other wellbeing services offered by the College.
- Online lessons – overall Students' feedback is positive but there remain some issues regarding lesson etiquette e.g. not all Students have their cameras turned on during lessons, which can make it difficult for Staff and other Students to engage with each other (estimated to be in the region of 50% of Students with cameras off during lessons). However, there has been a marked improvement since remote lessons were introduced. The SU is liaising with Lisa Watkin-Stevens to resolve this and ensure a more consistent approach.
- Blended learning (1 week on/off) – there are mixed views from Students on this way of working with some preferring to be on site full time and having some issues with being less engaged whilst on line learning. However, broadly, Students have acknowledged and accepted the reasons for this way of working.
- Students' progress – some Students have reported that they are feeling behind with their studies, particularly regarding working whilst at home.
- Mental and Physical Wellbeing – various initiatives and events are taking place including a recent sexual health event, an enrichment (and creative enrichment) focus group including how to encourage more Students to get involved in Sport including a BAME/gender focus.
- Student Bulletin – the SU has been working on making this information more accessible as not many Students are thought to have read these (at moment have to log in to read which doesn't encourage all Students to access the bulletins).
- University Applications/ UCAS – Support for Students from College Staff has been very good with personal statement workshops, individual support from Teachers and Tutors. The number of applications submitted to date, is similar to last year which suggests that despite the uncertainties arising from Covid, this has not deterred Students from applying to Universities this year.

The Corporation thanked the Student Governors for their update and were very impressed with the work underway.

The Principal gave the following update on issues raised by Students as recorded above:

- Majority of Students are continuing with blended learning model (1 week on site, 1-week remote learning from home), apart from a small group of pre-advanced Students, who are received face to face learning only. However, the College has implemented a gradual return of Students to on site face to face learning and the plan is to continue with this subject to any change in Government guidelines.
- 9 Learning Coaches have been employed to assist Students requiring support; the Coaches who are recent graduates, provide general and specialist help and support Students with revision and organisational matters, usually in groups of 4 Students. Parents have also been informed of this option.

## 9. Curriculum and Standards

SLT presented the papers to Corporation, the contents of which were noted and the following points were recorded:

### a) College SAR and Quality Improvement Plan

Pete Bailey reminded Governors of the format and reasons for the SAR and highlighted the following points:

- Each Teaching and Support Department prepares their own SAR and action plan which are incorporated into whole College SAR.
- The format takes into account the Ofsted Inspection report recommendations.
- Introduction includes context and also references the impact of Covid and this is followed by the section on implementation and impact (i.e. what the College does, how implemented and assessment of impact).
- The SAR includes a section on the College's strategic aims and progress with these.
- After the above aspects, a summary of each curriculum programme area is provided, including grading, moderation process, together with non-teaching areas.
- Each subject area provides their own assessment and grade which is then moderated based on a meeting with SLT.
- The document concludes with the QIP (Quality Improvement Plan) and reports on last year's progress and actions, together with providing details of the QIP for next year.
- Page 23 and 24 – attention was drawn to the areas where the College performs well, together with areas which need to develop and improve. The latter includes aspects of Teaching and Learning which need to be addressed owing to the impact of the pandemic, including ensuring a consistent level of Teaching and Learning.
- Attention was drawn to self-assessed grades for some areas which have changed when compared to last year, owing to the impact of Covid-19.
- In 2018/2019 the College Teacher and Learning was self-assessed to be good with some outstanding elements. Since then and for 2019/2020, Teaching and Learning – “Quality of Education” has been self-assessed under the new Inspection Framework as outstanding; this takes into account the breadth of the College's provision and value added outcomes (the overall effectiveness grade is “good”).

- Regarding the various curriculum areas, Student numbers are included to provide perspective, together with prior year grades for comparison purposes.

At this point Ayas Fallon Khan joined the meeting.

- Regarding the quality of education, in response to a question from Corporation regarding evidence to demonstrate justification for moving from good to outstanding grades per curriculum area, Pete Bailey explained that where there were clear improvements in Teaching and Learning as evidenced for example by the A Level examination results, curriculum areas were moved from good to outstanding and that this didn't necessarily mean that all aspects were perfect, but that on balance the Teaching and Learning had improved above good to outstanding, based on the College's assessment processes (comparison with previous years' examination results, lesson observations, learning walks, Student survey and other feedback etc). At this point Corporation noted the experience within all educational establishments of the impact of Covid since March 2020, on delivering the curriculum and also noting the various practices introduced to ensure that Teaching and Learning was sustained, via remote learning. Since September 2020, the College has operated a one week on site/one week off site, for each year group to reduce the number of people on site and this will be kept under review by SLT. Broadly the Student feedback has been positive in respect of Teaching and Learning during the pandemic.
- Summer 2020 examination results – the Principal reiterated the CAG (Centre Assessment Grades) process followed by the Teaching Departments and then SLT moderation, prior to analysis via the SFCA algorithm and further data analysis by the examination boards, prior to final grading. In response to a question from Governors regarding grade inflation and the likely focus from Ofsted Inspectors on the CAGs, the Principal advised that only 1 subject area results appeared to indicate grade inflation.
- The Corporation noted that regarding next year's assessment of the quality of Teaching and Learning, the impact of Covid would have to be taken into account and in comparison to a non-Covid year.
- Governors were reminded that the SAR, once approved, would be sent to the DfE and that Ofsted would also review it, prior to completing an Inspection visit. However, the document was not available publicly and would not therefore be uploaded to the website.
- Page 33 Breakdown of Curriculum Grades 2020 table – Governors queried the number references included e.g. G1, G2 and the acronym heading in the last column (PDBW) and Pete Bailey advised that the latter was Personal Development, Behaviour and Wellbeing, and that G1, G2 etc, reflected the number of grade 1, grade 2 and grade 3 awarded for the courses offered. The PDBW column is intended to reflect the overall Student experience.
- Governors asked about other areas of the SAR such as personal development and behaviour, careers advice and leadership and management. Pete Bailey reported that at the last Ofsted Inspection, the Inspectors were interested in exploring various areas including employment links, personal development, careers which the College provided, together with future developments. The College has progressed some of its development plans, but on the whole, these have been deferred owing to Covid. Although the College received some positive feedback from Inspectors, it was clear that owing to some issues with behaviour and attitudes, further work was required

within the personal development area as a whole, before the College could be graded good in this area. Hence the College established development plans to improve employability, develop more employer engagement/employment links and work experience in order to improve grades. At this point it was also recognised that account should be taken of the impact which Covid has had on local employers and that any work experience found was likely to be on line for the time being. The College is also making contact with former Students (to find out what careers they have pursued and the A Levels they achieved etc) and seeking expertise and advice from various research institutions, publishers (for those studying English etc) in order to find out opportunities for Students, depending upon qualifications taken.

- In response to feedback from Governors on the SAR regarding the clarity of the metrics throughout the document, how Governors can add value and SAR comparisons with other providers, Pete Bailey welcomed the comments and agreed that the first part of the document would be improved with regard to metrics.  
**ACTION: Pete Bailey** He also explained that SLT relied on Governors to review the SAR and confirm that the information reflects their understanding of the College, when also having taken into account other reports presented to Corporation throughout the last year. Regarding the latter issue raised, he explained that the College belongs to the S7 group of Colleges (Surrey and Sussex Colleges) and that comparisons could be made with those, along with the ongoing sharing of information and advice throughout the year. It was also noted that the S7 Colleges also participate in peer review - EQR (External Quality Review) visits so that expertise from other Colleges' curriculum or other areas, may be shared, investigated, graded and recommendations made. Finally, it was noted that not all aspects of the College such as some of the Student experiences, were not necessarily easy to report in the SAR. Hence Inspectors, spend time of such issues when they carry out their visits.

The document was approved by the Corporation, taking into account the above revisions.

**ACTION: Donna-Marie Janson/Pete Bailey**

#### **10. Audit Committee Matters – verbal update as meeting postponed from 1<sup>st</sup> December 2020 to 19<sup>th</sup> January 2021**

Alan Walker (Chair of Audit Committee) and Elaine French, gave a verbal update, noting that the meeting scheduled for 1<sup>st</sup> December 2020 had been deferred to 19<sup>th</sup> January 2021 to allow time for the external auditors to complete their work on the Financial Statements/Regularity Audit. It was also noted that the ESFA had deferred their deadline for submission of approved financial statements, to the 31<sup>st</sup> January 2021 (from 31<sup>st</sup> December 2020).

Regarding the finalisation of the new Financial Regulations, Alan Walker reported that he had met virtually with Richard Seager, Elaine French and Louise Pennington and the final version would also be presented to the Audit Committee in January for agreement and then to Corporation for final approval. **ACTION: Elaine French**

#### **Risk Group Meeting 20<sup>th</sup> October 2020**

- a) Draft Minutes**
- b) Risk Management Annual Report**
- c) Risk Register**

#### **d) Risk Assurance Map**

Paul Herridge highlighted the discussions and recommendations made at the October 2020 Committee, as recorded in the draft minutes. It was noted that the minutes and papers would be going forward to the Audit Committee for noting/agreement.

### **11. Finance**

**a) Draft Minutes from Meeting held on 24<sup>th</sup> November 2020 – Noted.**

**b) Annual Report and Accounts – refer to draft minutes**

Simon Lindfield, Chair of the Finance Working Group introduced the item and highlighted the key financial issues and the points discussed at the meeting including the improvement from requires improvement to good financial health, the tight financial position with limited cash and Elaine French's discussions with the bank with regard to the overdraft facility likely to be required for next Spring.

He referred Governors to the draft FWG minutes and invited questions.

Elaine French confirmed that as reported earlier, the final draft of the Annual Report and Accounts would be presented to the 27<sup>th</sup> January 2021 Corporation meeting for approval (following FWG meeting on 12<sup>th</sup> January and Audit Committee meeting on 19<sup>th</sup> January)

Regarding the overdraft facility, Elaine French reported that she had met with the bank last week and that Lloyds was happy to offer a short term overdraft facility, subject to seeing the final year end accounts and the latest management accounts which will be sent to them as soon as possible. The arrangement will be fairly informal with no formal overdraft facility in place/fees etc but with interest being applied. It was confirmed that the arrangement would be put in writing by the bank prior to commencement and a copy sent to the auditors.

**c) Financial Update**

**i) Management Accounts October 2020 –** Elaine French summarised the main points within the paper and the contents were noted by the Corporation.

**ii) Latest Forecast 2021-2022 –** Elaine French highlighted the key aspects of the figures provided as at the end of October 2020, including:

- Main variances from budget based on latest information. At this point Elaine French explained that she had not included any potential likely further change in income, other than that advised to date; however, the College is recruiting some short term International Students who have committed to courses commencing in January 2020 – this additional income will be reflected in the January update at the next Corporation meeting.
- Variance on expenditure – projected £149K more than originally anticipated, with £142K relating to depreciation, having reviewed the STEM Centre asset, with adjustments having been made to ensure the details have been properly allocated in the accounts. Cleaning costs have also increased reflecting both additional costs for Covid-19 additional cleaning, but also an increase in general pricing. In response to

questions from the Corporation, Elaine French advised that the College had allocated a £50K contingency for specific Covid related costs, which is expected to have been utilised by the year end. However, this does not take into account capital items including additional IT equipment purchased which is allocated separately.

- Catering costs have increased understandably owing to the pandemic and as required by the contract in place, the College has had to subsidise provision, with very low sales generating the usual income levels. The College has re-negotiated with the Catering provider and an agreement has been reached to furlough a member of Staff, which has reduced costs.
  - The College has made some savings which will partly offset the additional costs, including the teaching departments' individual budgets for general resources e.g. printing/reprographics and transport costs for trips – following the move to online Teaching and no trips being agreed during the pandemic. Workplace costs have been moved from the I and E account and are included in the overall Staffing costs.
  - End of year, the EBITDA (earnings before income, taxation, depreciation and amortisation) is predicted to be 5.81%, with under £500K operating surplus before depreciation at the year end. Other changes over the year include increasing the stock of IT equipment and noting that a bigger IT lease was taken out compared to that original budgeted. The latter has meant that College has been able to provide laptops etc to teaching staff for remote teaching and also to those Students who have not got lap tops for home working.
  - Page 63 – Cash at year end predicted to be approximately £400K which is an improvement when compared to last year; this may also increase should the International provision grow.
  - Forecast for next year – Elaine French explained that she had reviewed the previous year's forecast in July, made some revisions owing to Covid, mainly being in respect of International Fee income – projecting £300K of fees for the year (previous year's income being £600K). There were also some small variances in Staff pay costs. The College is predicting under £500K operating surplus at the year end before depreciation. Page 71 balance sheet forecast – shows cash position looking more healthy than the previous year, although further improvements are needed and also noting the fluctuation in funding income per monthly allocation from the ESFA. Elaine French advised that the aim would be to have a reasonable cash position in order to be able to pay for some essential site improvement works in the Summer.
  - In response to a question from Governors regarding the recent Government announcement that educational institutions would be provided with some additional funding to cover Covid-related costs including additional IT, Elaine French advised that SFCs had not been included in this, but that the AoC and SFCA were petitioning Government to include FE Colleges.
  - The Corporation also discussed the College's general contingency allocation which seemed low, but Elaine French advised that this was not usually exceeded.
- iii) **Other (overdraft facility and financial regulations)** – refer Committee minutes and earlier Corporation discussion.

## 12. Search and Governance

Janice Robinson introduced the item and referred Governors to the draft confidential minutes.

- a) **Self-Assessment (Governance SAR)** – noted and approved. It was also noted that the format and content, currently based upon the new EIF Framework (Ofsted) Leadership and Management aspects, would be reviewed next year and to compare this with the Teaching and Support Staff SAR format/content.
- b) **FOI Publication Scheme** – noted and approved.
- c) **Confidentiality Report** – noted and approved.
- d) **Draft Minutes of Meeting held on 24<sup>th</sup> November 2020 – CONFIDENTIAL**

## 13. Policies and Other Documents

The following policies and documents were considered and noted or approved as detailed below.

- a) **Child Protection and Safeguarding Policy** – housekeeping changes only – approved.
- b) **Safeguarding and Child Protection Annual Report – CONFIDENTIAL**

Lisa Watkin-Stevens presented the Report and the following points were recorded:

- Figures included in the executive summary were correct at the time of writing (1<sup>st</sup> December) and noted that there was a high number of Students identified as “at risk” or “of concern” – being 830 this year (compared to 516 last year). Furthermore, last year there were a total of 1,952 safeguarding referrals made by Staff recorded on the College’s STS internal systems which compares with 652 cases recorded between September and 1<sup>st</sup> December 2020 (551 last year for the same period). There are fewer Students on a Child Protection Plan.
- Staff provide a good level of support for Students and have the assistance of one Mental Health Practitioner who works with Students and liaises with the LA Adult Services and CAMHS (Child and Adolescent Mental Health Services). The practitioner also liaises and provides support to Staff regarding Student mental health concerns. During lockdown, Staff adopted a daily check-in service for vulnerable Students (344 check-ins during the first lockdown).
- In the second lockdown the College advertised for a social worker, who was appointed to take effect from January 2021 for 2 days per week and will join the Safeguarding Team as an additional Deputy Designated Lead Staff Member. This will provide support for looked after children and for those with allocated social workers (34 Students to date) and they will also work with the Mental Health Practitioner referred to above. In response to a question from Governors regarding the employment of a social worker, the Principal explained the reasons for this recruitment including the difficulties in obtaining support once Students reach 17 years of age, when external agencies’ support diminishes; hence it was decided to provide this in house.

- Last year the College had support from the Schools' Wellbeing Scheme which has continued into this year. The representative works with Students in small workshops covering anxiety issues.
- The Student Voice has input into the whole College approach to Student wellbeing including via input from the Student Union and also via specific Student focus groups.
- The consultant Andrew Wright (ex-Deputy Principal at Uckfield College) whose specialist area is neuroscience also provides presentations and seminars for Staff and Students at the College.
- Tutorial programme has wellbeing embedded throughout the year.
- The College has appointed Mental Health first aiders.
- The College has a number of strategies for this year including a whole College Mental Health week (scheduled for the last week of January 2021), a focus on wellbeing in tutorials and involving the Student Union to support this; a series of podcasts is also being created.
- In the Autumn Term this year, the College has worked with the Schools' wellbeing team in order to survey Students with respect to the impact of Covid with the option for Students to leave their contact details should they wish to seek further support. The College focus groups are investigating some key themes arising from the Student Survey data including social connections/feeling part of the community, the Mental Health week (as referred to above), taking forward how to use enrichment to improve Student wellbeing and how to embed this through the curriculum.
- In response to a question from Governors regarding Students identified as at higher risk to suicide (page 93 of the papers), Lisa Watkin-Stevens explained that the College did not have specific Student numbers for this year, but that they were aware of 5 or 6 Students with mental health issues and with whom the Mental Health Practitioner (MHP) is providing support. The MHP is able to clinically assess risk and where appropriate take further action (including hospitalisation) if thought necessary for the safety of the Student.
- Governors also queried the what appeared to be significant numbers of safeguarding referrals over the last 3 months and in comparison to last year and Lisa Watkin-Stevens reported that the College's online systems had improved this year making the recording of potential learner/safeguarding issues more quickly on enrolment; Students also have more than one opportunity to declare mental health issues as the College has systems in place to focus on this and to ensure that Students are not missed. It was also noted that pupils from Secondary Schools in the local area, who had support/were classified as vulnerable, were often directly referred to Varndean for their further education as the College is recognised as offering a good level of support; hence it was not unexpected that consequently the College has a higher number of vulnerable Students compared to other local providers. Lisa Watkin-Stevens also explained that the overall numbers do include multiple incidents/reporting in respect of individual Students

The Corporation thanked SLT for this thorough Report and recognised the level of support provided by College Staff.

c) **Admissions 19 +** - for approval.

**14. Date of Next Meeting**

**Wednesday 27<sup>th</sup> January 2021 at 6.00 p.m.**

**15. Any Other Business**

None.

**16. Part II Confidential business**

The contents of the Search and Governance draft minutes, circulated separately, were noted and as discussed under Membership Matters above.

There was no other confidential business.

**17. Enclosures**

- a) **Meeting dates for 2020 - 2021** – reminder as previously circulated – noted.
- b) **Examination Results 2020 Leaflet**
- c) **Update Autumn 2020**

Chair.....

Date.....

Louise Pennington 9/12/20