Minutes of the Meeting of the Board of the Corporation

Tuesday 14 July 2026, 15:30 to 18:15

SBSA Campus

Part A Minutes

Governors:
CHAIR: Phil Smith (External Governor, Chair of the Corporation, PS)
Danny Alfaraj (Staff Governor, DAL)
Daniel Amin (External Governor, DA)
Tony Antonius (External Governor, TA)
Andrea Arlidge (External Governor, Quality of Education Link Governor, AA)
Steve Bennett (External Governor, SB)
Sandra Gordon (External Governor, ED&I Link Governor, SG)
Julia Gray, Principal & CEO (Ex-officio, P&CEO)
Marc Griffiths (External Governor, Digital Link Governor, Vice Chair of the Board MG)
Judi Harper (External Governor, Personal Development & Behaviours and Attitudes & Careers Link Governor, JH)
Daniel Jones (External Governor, DJ)
Kateryna Kalinina, (Student Governor, KK)
Ruth Pickersgill (External Governor, RP)
Palie Smart (External Governor, PSM)
Shawn Smith (External Governor, H&S, Estates and Sustainability Link Governor, SS)
Steven Tunn (Staff Governor, ST)
Jess Winkler (External Governor, Safeguarding & SEND Link Governor, JW)

In attendance:
Catherine Howett (Deputy Principal, DP)
Martin McNeill, (External Board Reviewer, MM)
Tim Peacock (Chief Operating Officer, COO)
Jessica Thorne (Corporate Services Officer, CSO)
Lynette Wilson (Director of Governance and Clerk to the Corporation, Clerk)

No	Item
1a	**Apologies for Absence and Quorum** Apologies were **accepted** from Neil Dimes. Apologies were also received from Sanyia Choudhury post-meeting.
1b	**Declarations of Interest in any agenda items** RP stated her potential conflict relating to one of the College's subcontractors.
1c	**Confidentiality of agenda items** • Discussions relating to staff pay award would remain confidential until approved by the Board. • Discussions relating to awarding the new subcontracted provision would remain confidential until any decisions were made public. • Item 12d was noted as confidential.

- Item 14 was noted as confidential, restricted to External Governors, P&CEO and Clerk.

2a **Minutes of the meeting held on 30th March 2026**

The Minutes of the meeting held on 30th March 2026 were submitted to the Board prior to the meeting and **approved** as an accurate record.

2b **Review of actions and any matters arising, including any written resolutions and use of the College Seal:**

Action	Meeting	Owner	Update on action
Clerk to review the best time and method for the Board's review of risk appetite on the Risk Register.	30.03.26	Clerk	Completed. It was agreed that this would be included in the agenda for the next Strategy Day.
An online meeting to be arranged for governors to provide information about the budget setting and curriculum planning process prior to the next Board meeting.	30.03.26	CSO	Completed - COO shared a written report with Governors instead.
Clerk, DP and SG to meet to discuss the scale of the Link Role and how EDE&I is monitored across the Strategic Action Plan and reported to governors.	30.03.26	Clerk	Completed- It was agreed that the EDE&I role would be split between two Governors in future.
Draft EDE&I Statement to be updated and circulated for approval by written resolution.	30.03.26	DP	This had been completed.
Financial Regulations to be updated to reflect a reduction to an annual report on debtors to the F&R Committee.	30.03.26	COO	This had been completed.
Financial Regulations to be updated to reflect the introduction of a £50k threshold for the reporting of Single Tenders to the Audit Committee.	30.03.26	COO	This had been completed.

i - Use of the Seal (following Chair/Vice Chair approval):

The Clerk stated that the College Seal had been used for the signing of the updated lease for Partners in Bristol's Gloucester premises. This was executed as a Deed.

	Written Resolutions The Board noted the following Written Resolutions which had been passed since the last meeting: **ii - Whole Board** a) EDE&I Statement This had been approved by Written Resolution b) Non-consolidated pay award for all staff This had been approved via Written Resolution. c) Lecturers' Pay Scales This had been approved by Written Resolution d) Construction Expansion Project This had been approved by Written Resolution **iii - Chair/Vice Chair** a) Corridor refurbishment b) Financial Services Software c) MFDs These had been approved by Chair/Vice Chair. **iv - Chair's Action** The Chair of the Board had approved statutory updates to the following policies: a) Whistleblowing Policy b) Sickness Attendance Policy c) Combined Leave Policy The Clerk highlighted the process adopted during the previous academic year of using written resolutions where appropriate, while ensuring that key matters continued to be discussed efficiently through committee meetings or ad hoc meetings. The Board agreed that this approach had worked effectively. **Governor Awards** The Board congratulated SG and AA on their recent awards and thanked them for their continued support of the College. SG had been awarded an MBE for her work supporting equity, representation and community initiatives across Bristol. AA had been awarded an OBE in recognition of her work in education, including establishing Wellsway Multi Academy Trust and Futura Learning Partnership, as well as her wider contribution to the sector.
3	**Principal & CEO's Report** The Principal & CEO presented a paper to the Board prior to the meeting, which included an overview of her recent activities, highlights of student and colleague activities and a list of recent winners of the Recognise & Respect Colleague Awards. The Board received a reminder about the revised Ofsted inspection framework and noted that an Ofsted inspection was expected during the 2026–27 academic year.

	The Board asked how the transition to the new Ofsted toolkit was being managed. The DP confirmed that work to assess our provision against the new toolkit had commenced in January 2026; the College was expected to meet expected standards as a minimum. The P&CEO stated that it would be very difficult to achieve excellent across all campuses and provisions when the next inspection took place. However, the Board received assurance that preparations for future inspection activity and wider policy reforms remained well advanced, including appropriate training for colleagues. The Board asked how the College would manage communicating the new rating system to stakeholders. The P&CEO explained that Ofsted would award 16 grades. The College would use the grades as the key points to highlight. The DP noted the potential impact that the change in Ofsted language would have on staff, students, parents and other stakeholders in terms of clarity regarding standards. The Board was advised that Governor training on the new Ofsted framework and inspection expectations would be delivered in the coming months to ensure that the Board had all the information they needed to best support this process when it next took place. The Board asked about the impact of such rapid and significant policy changes in the sector. The P&CEO reflected on wider educational reform and assured the Board that the College would continue to do all it could to create the most positive experiences for its students and colleagues. The Board reaffirmed the importance of maintaining a focus on high-quality teaching, learning and student outcomes amid significant sector-wide policy change. The P&CEO was pleased to include a report detailing the incredible breadth of activities students had undertaken and the impact this had on the College's communities. The Recognise and Respect report highlighted the wonderful work being done by colleagues. [JW and KK joined the meeting]
4	Strategic Risk Register The Board was presented with the most recent version of the College Strategic Risk Register prior to the meeting and it was noted that relevant risks were reviewed by committees this term, as follows: **Audit**: Risk 3 – Apprenticeships **C&Q**: Risk 2 – 19+ - Failure to meet local (WECA) and National needs **F&R**: Risk 12: Sustainability. The COO highlighted the consistent and stable risk scores and ongoing work to improve and strengthen work around the Strategic Risk Register. The Clerk gave an update on discussions at Audit Committee around the testing of controls and visibility of committee oversight of specific risks; work had already been undertaken to ensure agendas were clear in terms of where responsibility for certain risks sat at Committee level. The Internal Auditor had provided a report recommending a plan for the internal audit activities for the next year and welcomed feedback from the Board. **ACTION**: Clerk to table discussion at Committee level to feed into the Internal Audit Plan.

	JH provided an update on Risk 2 and the discussions held at the most recent C&Q Committee meeting. It was noted that the Committee had been assured that the College remained attentive and responsive to local and regional skills needs, particularly in relation to adult provision. The Committee had discussed the continued emphasis placed on green skills by the West of England Mayoral Combined Authority (WECA), recognising that employer demand had not fully aligned with this priority. Ongoing engagement with local and regional stakeholders was supporting the management of expectations and influencing curriculum planning. The COO had requested that WECA engage with the Colleges West group to explore the most appropriate approaches to meeting regional skills demand. The P&CEO also highlighted the influence of national and regional policy priorities on strategic decision-making. TA provided an update on Risk 12 relating to sustainability. It was noted that significant activity and investment continued across the College in support of sustainability objectives, especially with a permanent Sustainability Lead now in post. The matter would return for further discussion at a future meeting. The Board noted that further detail regarding Risk 3 (Apprenticeships) was contained within the Audit Committee papers. The P&CEO highlighted the risks in the changing apprenticeship landscape, including shifts in employer demand, evolving Government policy and changes to apprenticeship standards. [DJ joined the meeting] The Board asked about the WECA Growth Plan in light of the stated disconnect between the strategic ambitions associated with green skills and the current legislative and policy framework influencing employer behaviour. It was stated that whilst there was broad support for the development of green skills, the employment pathways and market demand required to drive widespread adoption were not yet fully established, creating challenges for providers when planning provision. The Board commented on the construction developments at the Parkway Campus, stating the opportunity for the College to make a significant contribution to regional skills development. However, it asked how the delivery model worked in terms of longevity. The P&CEO stated that demographic changes had been considered as part of future planning, which is why an onsite development had been proposed alongside a structure that allowed for future flexibility. She noted that both the Milburn Review and recent national discussions around vocational education had reinforced the importance of providing high-quality vocational pathways for young people who may be disengaged from more traditional academic routes. The Deputy Principal (DP) stated that funding from the West of England Combined Authority (WECA) had been shared across a number of training providers and emphasised the importance of working collaboratively with neighbouring institutions to deliver provision that met the needs of local communities. As skills requirements and learner demographics continued to evolve, the College would continue to work closely with SGS College, Bristol Council and WECA to ensure that appropriate solutions were developed for learners and employers.

	DA highlighted the collaborative discussions taking place between curriculum leaders, SGS College and other community partners and commented on the uniqueness of the provision map.
5	Accountability Statement The P&CEO presented a draft revised version of the College Accountability Statement, which had been re-worked since its previous iteration. The P&CEO explained that the Accountability Statement was the principal mechanism through which the College demonstrated its response to the Local Skills Improvement Plan (LSIP), local workforce needs and wider community priorities. The document also provided evidence of how the College had met its Local Needs Duty. The P&CEO advised that updated guidance for 2026 required Accountability Statements to be more concise. As a result, the document had been streamlined and aligned more closely with the College's Strategic Plan, with a smaller number of priorities reflecting evolving local, regional and national needs. The Board asked how successful delivery of the Accountability Statement would be measured and monitored, as it thought the statement lacked clear metrics. The P&CEO welcomed the challenge and explained that the published statement was supported by underpinning detailed action planning and monitoring arrangements. Sensitive operational and commercial information was not included within the published document; however, substantial supporting work was being undertaken and further detail would be brought to the Curriculum & Quality Committee in due course. The Board asked if it was appropriate to approve the Statement when elements of the LSIP and the WECA Skills Strategy had not yet been fully finalised. The P&CEO confirmed that the LSIP had now been published since this document was shared. Whilst the WECA Skills Strategy remained in development the P&CEO was confident of the content through the collaborative working which had taken place throughout the year. ACTION: LSIP strategy status to be updated in the Accountability Statement before publishing. The Board stated it was pleased by the cementing of partnerships across the region: MG and AA had attended the launch of a more formalised partnership between Colleges West and Bristol Universities. Universities West and Colleges West were strengthening their partnership with the support of Futures West. The Board discussed the Inclusive Mainstream Fund and its objective of supporting more learners with SEND (Special Educational Needs and Disabilities) to access mainstream education. Members asked whether the funding was likely to increase participation in mainstream provision and whether it might strengthen EHCP (Education Health and Care Plan) provision. The P&CEO noted that capacity remained a significant constraint across the College's campuses and provision types. She stated that the College already supported a proportionately higher number of high-needs learners than many other Further Education providers and worked extensively to ensure learners remained engaged in education and did not become NEET (Not in Education Employment or Training). Future growth would be dependent on the availability of suitable resources and overall capacity.

	The Accountability Statement was **approved** by the Board.
6	**Post-16 Strategic Transitioning Planning Statement (STPS)** The Deputy Principal (DP) presented the draft response for the Post-16 Strategic Transition Planning Statement (STPS), which had been submitted prior to the meeting. The DP highlighted the changing qualifications landscape and the implications for progression routes. Particular attention was drawn to developments affecting Level 3 provision, including Hair and Beauty programmes, as well as forthcoming changes to Level 2 qualifications and occupational certificates. The DP explained that AAQs (Alternative Academic Qualifications) would continue to sit alongside A-Levels, while the proposed V-Level developments introduced additional considerations regarding programme design and learner progression. It was noted that there remained some flexibility within qualification combination rules and that the College continued to monitor developments closely to understand the implications for curriculum planning. The Board asked whether there were any gaps or risks within the new framework. The DP highlighted concerns regarding certain mid-sized qualifications and noted that there was not always alignment across qualification pathways. For example, some programmes carried significantly greater assessment and examination demands than others, creating potential challenges for learners who may struggle to achieve beyond a Level 2 qualification. The Board asked about progression opportunities and how the College was working with school careers advisers to ensure they understood the forthcoming changes to qualifications and progression pathways. The DP confirmed that the College maintained strong relationships with local schools and would continue to explore ways of supporting careers advisers in understanding the evolving qualifications landscape. It was acknowledged that some aspects of future progression remained uncertain, particularly in relation to university entry requirements for certain qualifications. The DP also noted the importance of communicating these changes effectively to parents and carers, as well as to prospective learners, and that a subject based narrative was thought to be the easiest way to support stakeholders to understand appropriate pathways. It was further stated that combinations of V-Levels and T Levels could provide positive progression opportunities for some learners. The Board discussed the balance between academic and vocational content within the evolving qualifications framework and recognised the potential challenges for learners transitioning between different types of study. **Paper 06ii - FYI Qual landscape 27 onwards** A powerpoint presentation was provided as a paper prior to the meeting, for contextual information to the paper above.
7	**Curriculum KPIs** The DP presented a paper, prior to the meeting, setting out the proposed curriculum headline targets for Board approval. These had previously been reviewed by the Curriculum & Quality Committee, with further amendments made following Committee discussion. The DP explained

	that particular care had been taken to develop more context to the targets than in previous years. The Chair asked whether it was possible to set 3-year targets with confidence before the current year's final outcomes were known. The DP confirmed that, as had been discussed at C&Q Committee, achievement forecasts were considered robust, reflecting the significant improvements made to performance monitoring, forecasting methodologies and data analysis. The P&CEO agreed that the proposed targets were based on evidence and established forecasting models rather than assumption. The Board commended the significant improvements in English and mathematics attendance. The DP attributed these improvements to the collective efforts of many staff, the strong relationships developed with learners, effective collaboration between teaching and support teams and a wider positive cultural shift across the College. The P&CEO highlighted the value of the College's performance dashboards in enabling staff to understand individual learner circumstances and provide tailored support to remove barriers to attendance and engagement. The curriculum targets were **approved** by the Board.
8	**Finance** The COO provided financial papers to the Board for review prior to the meeting, as follows:
8a	**City of Bristol College Management Accounts P10 (reviewed by F&R and Audit Committee)** The COO reported that the College remained in a strong financial position, showing an EBITDA £5.2mil surplus against a forecast £4.2mil. This had been supported by significant in-year growth funding. In addition: • The Board-approved non-consolidated pay award for staff had been announced the previous Friday and had been well received. • Capital projects were progressing as planned and would continue throughout the summer period. • Staffing expenditure remained below budget due to a number of vacancies that had not been filled during the year. • The College continued to hold strong contingency reserves and was forecasting a favourable year-end outturn. The forecast also included provision for a potential additional pay award in the following term. The Board noted the strength of the financial position and welcomed the opportunity for further investment in College facilities in order to enhance student and staff experience.
8b	**Budget & Curriculum Plan 26/27 for approval (reviewed by Finance Committee)** The COO submitted the Budget & Curriculum Plan 26/27 to the Board prior to the meeting. The COO reported that the Department for Education (DfE) had announced additional funding for the Further Education sector to support recruitment and retention in colleges. Based on current information, the College expected to receive approximately £800,000 more than had originally been budgeted. It was noted that discussions would take place regarding the potential

	use of this additional funding. It was stated that there may be an increase to the 2027/28 funding too. Income was forecast to increase by approximately 8%, with an anticipated operating surplus of £4.6 million, representing 7.5% of total income. The Board discussed longer-term risks, including the impact of future reductions in student numbers and the importance of maintaining economies of scale. The Board noted that the pay-to-income ratio remained an important measure and was currently projected at approximately 70%, compared with the Association of Colleges (AoC) benchmark of 65%. The COO explained that this was partly influenced by the timing and impact of lagged funding, which could vary from year to year. [DAL exited the meeting] CONFIDENTIAL SECTION – SEE PART B MINUTES The P&CEO further reported that the dispute with the University and College Union (UCU) had now been resolved. The F&R Committee Chair highlighted the cost effectiveness of bringing some services in house. The COO confirmed that this was expected to generate savings over future years. [DAL re-entered the meeting] The Board **approved** the Budget and Curriculum Plan for 2026/27, recognising that further updates would be provided during the year as additional information became available.
8c	**Authority to Award: Learning Partnership West (LPW)** The COO gave an overview of the paper which had been provided to the Board prior to the meeting. The recommendation to appoint LPW as a new subcontractor had come via F&R Committee and C&Q Committee. The COO noted that LPW had been through some management changes since they had completed this process but were assured that the new appointments were recruited through a suitable process and that there would be no negative impact on student experience or organisational culture. The Authority to Award was **approved** by the Board. [MG left the meeting]
8d	**Financial Regulations (recommended by Audit and F&R Committee)** The revised Financial Regulations has been submitted to the Board prior to the meeting.

	The COO stated that the terminology had been made clearer and highlighted the changes to the thresholds for Procurement Team involvement and remuneration in line with Managing Public Money. The Financial Regulations were **approved.**
8e	**Subsidiary Management Accounts P10 (reviewed by subsidiary Boards and F&R and Audit Committee):** i. PiB ii. SWAC iii. BPS The Subsidiary Management Accounts were presented to the Board for monitoring purposes; the accounts had previously been reviewed and approved by the respective subsidiary Boards, F&R and Audit Committee. The COO reported that Partners in Bristol was performing ahead of budget and that South West Apprenticeship Company was performing broadly in line with budget expectations. No significant concerns were identified. The Board **noted** the accounts. [MG re-entered the meeting]
9	**Single Equality Scheme 2026-27** The DP presented the annual updates to the Single Equality Scheme document, which had been submitted to the Board prior to the meeting. The DP highlighted a range of work undertaken by the College, including developments in data management and targeted work with learners who were NEET. It was also noted that the student and staff voice processes would be reviewed during the next term. The Scheme provided an overview of the significant activity being undertaken across the College to advance equality, diversity, equity and inclusion objectives. The EDE&I Link Governor welcomed the document and stated that it reflected only a proportion of the work and actions being undertaken to support the College's objectives. She highlighted the importance of ensuring that the Board received sufficient assurance that this activity was progressing effectively in all areas. SG had provided suggestions to the Clerk on how additional reporting arrangements might be developed through Committee and Board reporting. The Chair welcomed the Scheme and would be pleased to receive clarity with regard to the main KPIs (Key Performance Indicators) for Board monitoring. The DP noted that Governors who had attended the Self-Assessment Review (SAR) meetings had already gained greater insight into the breadth of work being undertaken. Governors were encouraged to attend the upcoming SAR meetings during the autumn term. The 2026–27 SAR report would be presented to Committees and the Board during that term. It was noted that wider student engagement matters were already reported through the Curriculum & Quality Committee.

	The Board discussed the value of exception reporting, particularly in relation to achievement and progress data at departmental and subject level. RP expressed a desire to receive more detailed reporting on outcomes for specific learner groups, including high-needs learners and learners from particular ethnic backgrounds. She also suggested that workforce targets and outcomes could be benchmarked against relevant population, local demographic and further education sector data to provide additional context and assurance. It was stated the benchmarking metrics would be considered over the next academic year. The Safeguarding Link Governor challenged some of the content, including • There had been a change made to the meaning of 'equality of opportunity', which may need further review. • The tone and stated ideologic position in relation to collecting data pertaining to sex at birth is an ideological term. They suggested revisiting this language. • collecting data could be difficult and that terminology is not loose when it is regarding gender identity. The DP noted the comments and confirmed that the College's MIS systems are able to gather more data about sex and gender identity than what is required by our funding and regulatory bodies, but this statement is what we are required to formally put in writing. The Board recognised that the College's Gender Pay Gap was very low and had reduced significantly over previous years. The gender pay gap has reduced from a mean of 12.8% in 2021 to a mean of 4.4% in 2025. The Single Equality Scheme 2026-27 was **approved** by the Corporation Board, subject to minor amendments.
10	**Link Governor Report: Link Governor for Quality of Education** Andrea Arlidge (AA) provided the Board, prior to the meeting, a written report on her recent activities as Link Governor for Quality of Education. AA reported that she had been particularly impressed by the quality of provision being delivered to some of the College's most vulnerable and disadvantaged learners. Discussions with staff had highlighted the significant challenges many of these learners faced in securing employment and progressing into sustainable careers. AA asked whether Governors could play a greater role in supporting employer engagement and identifying opportunities that might assist learners in accessing employment and work-related opportunities. AA also encouraged Governors to visit learners undertaking independent living activities across the College's campuses. She stated that she thought the provision was of a very high standard and showcased the positive impact of the College's work in supporting learner development and progression. AA encouraged the College to consider how it could more effectively communicate and celebrate these successes within the wider community, ensuring that the positive impact of the College's work was more widely recognised.

	The Board noted the report and welcomed the positive feedback on the quality of education and support being provided to learners.
11a	**Audit Committee** The minutes from the meeting had been submitted to the Board prior to the meeting. i - Key assurances: Internal Audits The Clerk reported that the Committee had received updates on the Internal Audit programme, including the audits of business continuity and the enrolment process. The Committee had also reviewed the External Audit Plan. It was noted that a new member of the external audit team had taken over and had presented the proposed audit approach in detail. While the overall audit methodology had not fundamentally changed, the key risk areas identified remained consistent with those highlighted in previous years. It was noted that the Committee had discussed the testing of pension assets. This had been addressed by the auditors and recorded within the Committee minutes. It was stated that the external auditors had been previously complementary about the work of the Committee and the quality of its oversight and appropriate challenge. ii - Internal Audit Plan 26/27 This was discussed under item 4 above. **Policies:** i - Data Protection Policy ii - Business Continuity and Corporate Recovery Policy Both the Data Protection Policy and Business Continuity and Corporate Recovery Policy were **approved** by the Board on recommendation from the Committee.
11b	**Curriculum and Quality Committee** The minutes from the meeting had been submitted to the Board prior to the meeting. i - Safeguarding and Prevent Update JH reported that the Committee had received the termly safeguarding update and welcomed the positive impact already being made by the new Head of Safeguarding. The Committee had noted the strong collaborative work taking place between the College and external agencies and had discussed the practical and logistical aspects of this multi-agency approach. ii - Quality Improvement Plan Update The Committee had discussed this and the updates could be found on OneNote. iii - Subcontractor Report

	The Committee had also considered the proposed new subcontractor arrangements and received assurance regarding the wider subcontracted provision. iv - Link Governor Updates It was stated that Link Governors had provided updates on their respective areas of responsibility, including Personal Development and Careers. JH reported positively on a recent campus visit and provided positive feedback on the quality of provision and student experience. The Safeguarding Link Governor advised that she was due to meet with the new Head of Safeguarding in the following week. v - Student Survey and Focus Groups The Committee had also discussed ways of improving student participation in surveys, recognising the importance of maximising response rates to ensure that learner feedback continued to inform quality improvement activities and decision-making.
11c	**Finance and Resources Committee:** The minutes from the meeting had been submitted to the Board prior to the meeting. i- Health and Safety Update TA presented the Committee's discussions including changes required to the monitoring of Radon gas. The Board were informed that bed bugs had been eliminated and there were no more incidents. ii - Procurement monitoring updates TA provided a verbal update on the Committee's work and noted the positive updates and discussions regarding projects underway, including the construction expansion project at the Parkway Campus. The Committee had been assured that student recruitment wouldn't be negatively affected by works and changes to teaching locations. **Policies:** iii - Health and Safety Policy The Board asked about temporarily disabled staff possibly being excluded from the workforce and felt that the language in the document was not in line with our values. It was stated that this would be reviewed at the next annual review of the document. **ACTION:** H&S Policy language on page 19 to be reviewed at next policy review in relation to temporarily disabled colleagues. The Health and Safety Policy was **approved.**
12 12a	**Governance** **Search and Governance Committee** i - Governance Framework: Annual Review

	a) Instrument and Articles of Governance and Standing Orders b) Scheme of Delegation c) Terms of Reference – Board and all committees d) Schedule of Business and Meeting dates e) Memorandum of Understanding for PiB and SWAC The Clerk presented updated governance documents, including amendments to approval thresholds within the Scheme of Delegation. The Board **adopted** two new Terms of Reference: one for the Joint Audit and Finance & Resources Committee, and another for the Special Committee and Appeals Panel (reflecting the requirements set out within the Senior Postholder policies). The Board **approved** the Instrument and Articles of Governance and Standing Orders, the revised Scheme of Delegation, revised Terms of Reference for all Committees and the updated Memorandum of Understanding for PiB and SWAC. The Board **approved** the updated Schedule of Business, noting it was a working document.
12b	**Governor Appointments: Student Governors and Board and Committee Composition** The Clerk reported that applications had been received from 23 students for the Student Governor positions. Following shortlisting and interviews undertaken jointly by the Clerk and Personal Development Manager, four candidates progressed to a student election. Two candidates were subsequently elected by the student body. The Clerk thanked the Personal Development Tutor Team for their involvement in engaging students with the process. The Board **approved** the appointment of Agnes Boadu Asamoah and Kaycee-May Goodman to the Governing Board for the remainder of their course, subject to the usual eligibility and Disclosure and Barring Service (DBS) checks The Board **approved** the proposed Board and Committee composition for the forthcoming academic year. Governors were encouraged to reflect on future skills recruitment priorities and Board skills requirements in preparation for the next Strategy Day.
12c	**Governor Onsite Engagement 2026-27** The Corporate Services Officer (CSO) presented a list of Governor engagement activities undertaken during the previous academic year, prior to the meeting. The Chair encouraged Governors to continue updating the CSO on their engagement activities so that a comprehensive record could be maintained and reported to the Board. AA suggested that future reports should also include off-site engagement activity. The Clerk thanked the Board for the significant contribution made by Governors and noted the value of their visibility across the College. Members recognised that engagement visits provided a positive opportunity for staff and students to meet Governors and gain a greater understanding of the Board's role.

12d	[The Chair exited the meeting] CONFIDENTIAL SECTION – SEE PART B MINUTES [The re-entered the meeting]
13	**Any other Business**
a	**Dates of Corporation Meetings 2026-27** The Board considered the proposed schedule of Corporation and Committee meetings for the 2026–27 academic year. The Board queried the history behind the set meeting days. The P&CEO explained that the proposed schedule had been aligned effectively with Executive and Senior Leadership Team meeting cycles. It was noted that holding meetings on consistent days supported planning, cohesion and operational efficiency. Tuesday evening meetings had historically proven to be the most convenient for both Governors and staff and helped establish a regular rhythm to the governance calendar. The Board **approved** the proposed meeting schedule for 2026–27.
b	**Letter to accounting officer from DfE** The Letter to accounting officer from DfE had been provided, prior to the meeting, for information. The Board's attention was drawn to the changes to the College Financial Handbook. It was confirmed that the DfE funding audit was scheduled to take place during the third week of September 2026.
c	**Student Governor thanks** The Board offered its thanks to both outgoing Student Governors for their contribution and service to the College during the previous academic year and wished them every success in their future studies at university. KK reflected positively on the impact of her Student Council and Student Governor roles, having gained valuable insight into the influence students were able to have on discussions and decision making at different levels across the College.
d	**Disclosure and Barring Service (DBS) declaration** The Clerk advised that an annual Disclosure and Barring Service (DBS) declaration request link would be circulated to Governors by email.
e	CONFIDENTIAL SECTION – SEE PART B MINUTES
14	CONFIDENTIAL SECTION – SEE PART C MINUTES

ACTIONS:

Action	Meeting	Owner	Deadline
Clerk to table discussion at Committee level to feed into the Internal Audit Plan.	14.07.2026	Clerk	ASAP
LSIP strategy status to be updated in the Accountability Statement before publishing.	14.07.2026	P&CEO	30th July 2026
H&S Policy language on page 19 to be reviewed at next policy review in relation to temporarily disabled colleagues.	14.07.2026	H&S Manager	July 2027