

**MINUTES OF THE CORPORATION MEETING
HELD ON WEDNESDAY, 13 DECEMBER 2023 IN
THE CATHEDRAL ROOM, CHICHESTER COLLEGE**



Chichester
College
Group

Present:

Tosin Adebisi, Kam Bains, Steve Bassam, Chris Bennett, Dr Roy Bowden, Steve Cooper (Vice Chair), Elly Claridge (Student Governor), Gayathri Ganesan, Andrew Green (CEO), David Jones, Helen Kilpatrick CB (Chair), Paul Lansdowne (Staff Governor), Richard Moore, Ryan Sallows, Tom Simmonds, Nick Sutherland, Paul Wright

In Attendance:

Steve Coulthard (CFO), Sally Challis-Manning (Principal, Brinsbury College, Crawley College and Deputy Executive Principal), Heather Cross - observing (AoC), Lisa Humphries (Associate Principal), Vicki Illingworth (Executive Principal), Helen Loftus (Principal, Chichester College), Kate Marshman (HR Director), Dan Power (CCO), Paul Riley (Principal, Brighton MET and Haywards Heath College), Paul Rolfe (Associate Principal), Jon Rollings (COO), Helena Thomas (Principal, Worthing College and Northbrook College), Catherine Vinall (Clerk to the Corporation), Sarah Box (Governance Officer)

WELCOME AND INTRODUCTIONS

1. The Chair welcomed members to Corporation meeting, especially new members who were attending their first meeting.

APOLOGIES FOR ABSENCE

2. Apologies for absence were received from Danielle Dunfield, Lauri House (Student Governor), Dr James Sarmecanic, Steven Skinner and Donna Turner-Irwin.

DECLARATION OF INTERESTS

3. The Chair drew the attention of Governors and those in attendance at the meeting to the requirement to declare any interests they might have in any of the items on the agenda, as detailed on the agenda sheet.

MINUTES

4. The Minutes of the Meeting of the Corporation on Tuesday 17 October 2023 were agreed as an accurate record of the meeting.

CHIEF EXECUTIVE'S TERMLY REPORT

a) Strategic Plan 2023-26 Monitoring Success Measures

5. Following approval of CCG's new Strategic Plan in July 2023, Andrew Green confirmed that a schedule for monitoring the success measures which underpinned the strategic objectives had been proposed. Progress against these measures would be reported to the relevant Governing Body Committee and Corporation meetings throughout the year. It was

Resolved

That the schedule for monitoring the Strategic Plan 2023-26 Success Measures be approved.

b) A presentation to provide an update on FE sector developments and key issues for Chichester College Group.

6. A montage of student successes and achievements during the term was shared with governors, illustrating how CCG continued to change lives through learning.
7. Giving an overview of the key issues facing the FE sector and Chichester College Group, Andrew Green confirmed that the Group continued to engage with all policy makers and political parties locally, regionally, and nationally. The Chancellor's Autumn statement had made it clear that public funding would be difficult to secure.
8. At a local level, councillors had been hosted across the Group's campuses. Crawley Borough Council had visited BT's Immersive Spaces at Crawley's Green Village. There had been graduation ceremonies, a carol service, Remembrance Day services, fundraising campaigns across the group and 140 student leaders had been trained for Student Executive roles.
9. In terms of product line recruitment at day 42, 16-19 enrolments were confirmed at 10,820 against an allocation of 10,128 and enrolments for Adults, HE and Commercial courses were also reported to be positive. However, there continued to be challenges with apprenticeship recruitment.
10. Looking at the challenges facing the organisation, Andrew confirmed that although staff recruitment continued to be an issue, good progress had been made with filling vacancies. There were 28 live vacancies, with 130 in process. Results for Maths and English had improved slightly but with c4,000 students retaking, the logistics of delivering resits remained a challenge across the Group. Pay harmonisation was still underway and apprenticeship recruitment and cyber security remained a risk. Andrew explained that there had been significant disruption to teaching as a result of fire alarms being set off because of vaping in buildings. In response to a query, it was confirmed that a taskforce had been put in place to consider alternative detection

systems and educate students on the disruption caused. Mental health continued to be a key issue for students. Initial data from the staff survey suggested that workload and moral were among the main challenges for staff. In addition, Governors were advised that an Ofsted inspection was expected within the next year and that the capital projects and cash flow continued to put pressure on the organisation.

11. There were also emerging opportunities and Andrew gave an overview of these, explaining how the group were aiming to embrace the potential of AI, growth in the commercial business, use of product business plans to enhance each area, the Group's growing reputation with 46% more attendance at open evenings, growth in the 16-18 sector and harnessing the power of the seven colleges together along with the £5m Local Skills Improvement fund allocation.
12. Governors were advised of the possible policy updates depending on the outcome of the next general election. It was explained that the Group's top three priorities were to achieve outstanding (Ofsted), financial strength (6% EBITDA) and become an employer of choice.
13. Governors asked about staff attrition rates and it was confirmed that there had been an increase in staff leaving with less than one year of service. Improvements were being made to the onboarding process and it was hoped that the new HR system would help address this issue. Total turnover in 2022/23 was just under 15% and this was an increase on the previous year.
14. In response to a query on the TeacherMatic AI platform, Andrew explained that it would provide lesson content for teachers with a saving of c5 hours of planning time. It would allow teachers to differentiate material depending on student need and would provide opportunities for quality assurance of the content. Vicki Illingworth confirmed that the Group already used Turnitin software for plagiarism and staff would be working with students to ensure AI was used in the most appropriate way to further their learning.

CHICHESTER COLLEGE GROUP PERFORMANCE REPORT 2023/24 AND SAR 2022/23

UPDATE FROM THE CURRICULUM & QUALITY COMMITTEE MEETINGS

- Northbrook College & Worthing College

15. Roy Bowden gave an overview of the meeting. Overall achievement had seen a decline at Northbrook over the last few years to 82.6% in 2022/23, however L2 19+ achievement had increased. Worthing overall achievement had fallen slightly but was still marginally above the national average. Intensive work was being done to support improvements. EDI targets had been met at Worthing in 2 out of 5 categories and only one at Northbrook. Apprenticeship achievement was confirmed as 55.2% at Northbrook and 100% at Worthing College (4 leavers). Extensive work had been undertaken to improve the

English and maths results at both colleges and this was evident in the data. HE overall achievement was reported as 70.3% at Northbrook, and 83.3% at Worthing College, both of which were lower than previous years. Attendance remained a post covid challenge, but retention was a much stronger picture. Student involvement was strong in both colleges. A safeguarding update had been provided and it was confirmed that there was no evidence of anti-semitism in either college. Discussions had been held on the 14-16 provision, Looked After Children and Young Carers and the and a bronze award had been achieved for the support Young Carers in the colleges were given. Student induction and end of year surveys were shared, and Sally Challis-Manning updated the Committee on the work to prepare for an Ofsted inspection.

- **Brighton MET and Haywards Heath College**

16. Steve Bassam confirmed that the Committee had received performance data showing overall achievement at Haywards Heath was up to 85.2%, with increases for both 16-18 and adult learners. There had been disappointment with the number of U grades and this would be an area of focus in the year ahead. Gaps in achievement for learners by age, ethnicity, gender and learners from disadvantaged areas were noted and improvements would be made by implementation of Quality Improvement Plans. The intensive care outcomes were discussed, there was evidence of impact, but some areas had struggled to improve.
17. Brighton MET had also seen an increase in overall achievement to 84.4%, some areas had been impacted by challenges in staff recruitment, particularly construction. The Committee had noted the strong English and maths results at Brighton MET. Enrolments were up in Levels 1-3, a strong relationship with the Local Authority existed and this had resulted in an increase in 14-16 students. There was also growth at Haywards Heath in 16-18 and the Principal had noted positive relations with the DWP which should bring through some additional numbers.
18. The Safeguarding Report had not highlighted any issues in relation to the Israel Gaza war, however the team were working with Prevent support teams. A knife crime incident in Brighton had been discussed and the local safeguarding team were working with Police and there would be a focus on raising student awareness of knife crime in the new term. There were deep dives on English & maths for both colleges and it was noted that Brighton MET had the highest number of students progressing one grade or more. At Haywards Heath there were a number of students who had not progressed by one grade in their maths and strategies were underway at both colleges to improve the outcomes in the year ahead. In addition, complaints, student survey and Ofsted presentation were also received.

- **Crawley College and Brinsbury College**

19. Ryan Sallows confirmed that an in-depth discussion had been held on Safeguarding. The Performance Reports had been received and there had

been a full discussion on the reasons for lower Apprenticeship achievement at Brinsbury in 22/23. Data had been presented on the intensive care support in place for some courses and a discussion was held on continuing areas of concern. As per the other committee meetings, complaints, student survey results and the Ofsted presentation were also received.

- **Chichester**

20. Richard Moore confirmed that the performance final outturn for 2022/23 and so far this year had been discussed. There had been a high overall achievement rate with a three year trend. The Committee considered both the high and poor performing areas and the disparate nature of the achievement results. The L2 16-18 A level achievement rates were noted as low and Apprenticeship results were also considered. There was one achievement gap between disadvantaged and non disadvantaged learners. The Committee celebrated the positive impact of the intensive care programme, with achievement rates on some courses improving by over 20%. Attendance rates varied between courses and enrolments were looking healthy. The Safeguarding Report was received and the themes arising were discussed. It was noted that Chichester, along with Northbrook, had the highest proportion of student population that had made a safeguarding disclosure. The positive feedback reported on the student survey was noted, although there had been a relatively low response rate. There had also been a deep dive in maths & English, the challenges in this area were noted as a national issue, an Ofsted preparation presentation. The complaints report highlighted that very few complaints had been received and the end of year student survey.

UPDATE ON THE PERFORMANCE OF TEACHING AND LEARNING IN 2022/23 AND AUTUMN TERM 2023/24

21. Vicki Illingworth presented the Group Performance Report explaining that there had been a clear focus on retention in the previous academic year. The profile of achievement for high needs students had been incorporated in the report and this was strong across the group and good practice continued to be shared in this area. Apprenticeship achievement was confirmed as 60%, with the national average being 57%. Good increases and a focus on quality of apprenticeship provision were noted, particularly at GB MET which had increased from 39.7% in 21/22 to 45.6% in 22/23 and Northbrook which had increased from 43.7% in 21/22 to 55.2% 22/23. Crawley College apprentice achievement had also been finalised at 69%, more than 12% above the national average. There was a very clear focus on developing and improving the quality of the provision, which in turn would help to support the Group's financial position.
22. Moving to GCSE maths and English, Vicki confirmed that an increase had been seen in progression of one grade or more particularly for GCSE Maths. English results were more variable with an increase in progress of one grade

or more in four out of the seven colleges and further work would be undertaken to improve this. 19+ achievement data was strong at 87.5% and there had been an increase at all levels of provision for adult learners from 21/22 onwards.

23. Vicki noted that whilst some areas were demonstrating excellence, there were also inconsistencies across the group. In order to address this, good practice would be shared by leaders and managers in each of the colleges with a focus on attendance and punctuality, engagement and tracking of students, the whole student journey and use of systems to really add value.
24. Vicki explained that there was a variable picture with achievement gaps as set out in the report, and again, the group strength would be harnessed to ensure these were reduced. In terms of the College's approach to utilising AI to support learning, it was confirmed that Century software was in place to support maths and English learning and this would be relaunched after the Christmas break.
25. A governor queried where the biggest gaps were across the Group and how they could be reduced. Vicki explained that where a college might be struggling with a particular level or provision, support would be provided particularly with practice from another college where high levels of achievement and engagement were evident. The quality cycle activities were focused on quality of TLA, particularly around sequencing to engage students, and to support their attendance and participation. A cross group A'level focus strategy group had also been set up to share best practice around that particular provision, bringing expertise from each Vice Principal
26. Sally Challis-Manning gave an overview of the SAR process and confirmed that this year's report was the first group wide version incorporating all seven colleges. The Group SAR was underpinned by a Quality Improvement Plan for each College which was led and managed by the Principals and Vice Principals. The overall grading for 2022/23 was confirmed as 'Good with Outstanding Features' and Governors in attendance confirmed that the SAR meeting had provided opportunities for a robust debate on the evidence and grading for each individual aspect. Whilst there was evidence of outstanding practice in many areas, it was felt there was not enough consistency across the Group to award a grade of outstanding, however there was a strong aspiration to improve and achieve this in the year ahead. This would be actioned by way of the individual college QIPs, which would focus on the specific areas to improve and develop. Progress updates on QIPS would be provided to Ofsted to demonstrate milestones and improvements.
27. In response to a query on the Group's risk areas from an Ofsted perspective, Vicki confirmed that the following were areas of focus for management
 - a) Consistency of approach and reducing spikes in data profiles

- b) Communication and ensuring the correct messages were conveyed across the organisation
- c) Maths and English
- d) EDI measures and gaps
- e) Staff feedback and morale.

28. It was confirmed that Governors would receive the full SAR report once it had been finalised. The changes to the Education Inspection Framework and the Group's recent merger history since the last inspection were noted.

COMMITTEE UPDATES AND ITEMS FOR APPROVAL UPDATE ON THE FINANCE AND GENERAL PURPOSES COMMITTEE

29. Paul Wright confirmed that the Committee's work had included a review of the outturn for the last financial year and statutory financial statements and audit findings. The outturn had been disappointing as the budget had not been achieved and the forecast had not been met, and this had resulted a detrimental effect on cash flow. The focus of the Committee had been to determine why this was the case and to discuss key income lines such as apprenticeships and adult education. Management had provided a full briefing on the resulting position and the actions that had been put in place to prevent reoccurrence, and these would be monitored at future meetings. The target position of 6% EBITDA had been discussed, along with the exceptional performance of the First Steps Childcare Group. There had been some concern at the Anglia Examinations performance as profit had been confirmed at £54k and this would be monitored by the Anglia Board.

30. Paul explained that an External Audit Closure meeting had been held with the Chairs of Corporation, ARC and F&GP and External Auditor, and he expressed his thanks to Steve Coulthard and the Finance Team. He explained that one of the key areas was whether the Auditors could view the College group as a Going Concern. In the next year the bank debt of c£9m would become due for repayment. Due to reclassification, it would not be possible for the banks to refinance and so the ESFA had been approached to help resolve the situation. The ESFA had not yet confirmed their support, so it was noted that from an audit perspective, the position was currently described as a material uncertainty around the going concern.

CHICHESTER COLLEGE GROUP MANAGEMENT ACCOUNTS 2022/23, MOVEMENT SUMMARY, CHICHESTER COLLEGE GROUP ANNUAL REPORT & FINANCIAL STATEMENTS 2022/23, DIRECTORS REPORTS FOR THE SUBSIDIARY COMPANIES AND MHA AUDIT FINDINGS REPORT 2022/23

31. Steve Coulthard gave a finance update, explaining that year 1 performance of the 3 year merged Financial Plan had not been as expected and this was often the case in the year post merger. Originally an EBITDA target of 2.8m had been set, however income challenges had been experienced in HE,

apprenticeships, adults and commercial. In normal circumstances it would have been possible to mitigate through cost reductions. However, the scale of the pressures meant that the EBITDA had been revised down to £2.2m, followed by a month 12 position of £1.2m EBITDA, which was largely due to apprenticeship performance.

32. The 2022/23 MMA illustrated the scale of the income shortfalls in core business income, notably in teaching and teaching support areas. This had been absorbed partially by Central Services and by First Steps overperformance to budget and forecast. Steve explained that the movement summary surplus illustrated that the historical cost surplus was £12.2m and that there had been a number of adjustments as a result of the audit to £43m. The most significant of these was writing in the pension asset into the accounts and this was an approach being taken across the sector. The EBITDA movement summary showed this had resulted in the final EBITDA number of £888k, which was the final figure at the end of the External Audit post any adjustments.
33. Governors were given an overview of the first quarter MMA for 2023/24. Caution was required as there was still movement with student numbers and risk areas had been accrued to budget as there was no available data this early in the year. The current position was £630k EBITDA vs a budgeted position of £166k and it was expected that this would remain the same for the duration of the year. Steve summarised the 2023/24 actions and priorities, explaining that there was a focus on delivering the 2023/24 Budget EBITDA (3%) and the 2024/25 plan EBITDA (6%), whilst driving an increase in cash for 2024/25. In addition, there would be a focus on increasing contribution from teaching and teaching support, along with securing ESFA support for the refinancing and delivering the major capital programmes within budget.

Resolved

- That Chichester College Group's Management Accounts for 2022/23, be noted.
 - That the Audit Findings Report presented by the Corporation's external auditors, MHA, for 2022/23, be noted.
34. It was noted that under the terms of FRS8 (Related Party Disclosures) any Governor who believed that he or she had any relevant interest in the Corporation's operations should declare it. No declarations of interest were made. Corporation Members noted statement in the Members Report and Financial Statements in relation to the disclosure of information to auditors, the statement of governance and internal control, the statement of regularity and propriety and statement of their responsibilities as Governors. The

Corporation confirmed that they were not aware of any actual or potential non-compliance with laws and regulations, it was

Resolved

- i) That the Corporation was not aware of any actual or potential non-compliance with laws and regulations that had a material effect on the ability of the College Group to conduct its business and therefore on the results and financial position to be disclosed in the financial statements for the year ended 31 July 2023;
- ii) That no material changes had been made to the Management Accounts since the audit; and
- iii) That the Financial Statements and Members Report for the year 2022/23, be adopted for submission to the Education & Skills Funding Agency, following signature by the Chair and Chief Executive on behalf of the Corporation.
- iv) That the subsidiary companies continue to pay any profits made to the College Group under the Gift Aid scheme. The level of which would be approved at the respective subsidiary board meetings.

AUDIT AND RISK COMMITTEE

UPDATE FROM THE AUDIT & RISK COMMITTEE

35. Roy Bowden confirmed that one of the key agenda items had been the outcome of the external audit. Jon Rollings had also delivered a cybersecurity presentation, which had helped Governors to understand the extensive work underway in this area. There had also been a risk deep dive on staff recruitment and good progress was noted due to the actions undertaken. The Internal Audit Annual Report was received, along with an overview of the ICO voluntary audit, which had confirmed that the Group had good oversight of Data Protection. A confidential item on Whistleblowing had been received. The disclosure had been fully investigated externally and action plan was now in place to address the issues that had been raised,

CHICHESTER COLLEGE GROUP, ANGLIA, FIRST STEPS AND GB MET LETTERS OF REPRESENTATION

36. The Letters of Representation were received. These had been prepared in connection with the audit of the Financial Statements for CCG, the subsidiary companies. The letters were in standard form. It was

Resolved

That the Letters of Representation be approved and the Chair and Chief Executive be authorised to sign the Letters of Representation (Financial Statements) and Letter of Representation (Regularity).

RISK MANAGEMENT AND ASSURANCE

37. The Corporation received for consideration the Risk & Assurance report for the autumn term 2023/24, together with the updated Risk Registers. Steve Coulthard advised Governors that the strategic risk remained high to very high. Four areas continued to be rated as very high and these were, Government policy changes, staff recruitment & retention, delivery of major capital projects and cyber security.
38. A further two risks had been moved to very high at the most recent review. The first was financial management, largely due to the previous year's performance in addition to insufficient capital investment across the Group. Overall, nine risk areas were rated as high and one as moderate.
39. The Financial Management Risk category remained very high due to the environment, both politically and economically, this also related to the impact of the reclassification of the sector. Governance and reputation was expected to have its risk rating reduced at the next review point. Quality & Curriculum risks were rated moderate overall and Commercial and Growth remained high due to apprenticeship performance in the previous year.
40. A confidential minute was taken at this point.
41. The Chair explained that the Audit & Risk Committee had challenged the risk reviews, asking when they would be lowered. However, Governors were cognisant that much of the risk was created by external factors and were out of the College's control. It was

Resolved

That the updated Risk & Assurance Report and updated Risk Registers be adopted.

CCG AUDIT & RISK COMMITTEE ANNUAL REPORT 2022/23

42. The CCG Audit & Risk Committee Annual Report 2022/23 was received. Catherine Vinall stated that the report provided an overview of the work undertaken by the Audit & Risk Committees in 2022/23 and confirmed the audit opinions from the internal and external auditors.

43. The Audit & Risk Committee had confirmed that they were satisfied that it was operating effectively and in line with its terms of reference and that the Corporation had adequate and effective internal and external audit arrangements in place. It was

Resolved

That the CCG Audit & Risk Committee Annual Report 2022/23, be approved and submitted to the Education & Skills Funding Agency.

GOVERNANCE & SEARCH COMMITTEE

UPDATE FROM THE GOVERNANCE & SEARCH COMMITTEE MEETING

44. Catherine Vinall confirmed that, in addition to the items due for approval, the Committee had also considered Governor attendance and an update on the external governance review. The final report was expected in February at which point the outcomes would be shared with the Corporation at the next strategy day.

GOVERNOR APPOINTMENTS AND REAPPOINTMENTS

45. The Corporation received a report on the appointment of two Student Governors and two re-appointments. It was

Resolved

- i. To appoint Elly Claridge as a Student Governor, with immediate effect, until the end of their term as Student President.
- ii. To appoint Lauri House as a Student Governor, with immediate effect, until the end of their term as Student President.
- iii. To re-appoint Tosin Adebisi as a Governor of Chichester College Group until 31 March 2024.
- iv. To re-appoint Paul Lansdown as a Staff Governor, for a second four year term from 1 January 2024.

CHICHESTER COLLEGE GROUP'S CONFLICT OF INTEREST POLICY

46. The Corporation received the Group's new Conflict Of Interest Policy, which had been recommended for adoption by the Governance and Search Committee.

47. Catherine confirmed that previously guidance on identifying and managing conflicts of interest for Corporation Members had been set out in the Corporation's standing orders. For staff, guidance was set out in the Staff Code of Conduct. The new policy been drafted with reference to the process previously in place at GB Met. It has also been strengthened to clarify the position on gifts and hospitality. It was

Resolved

That the Conflict of Interest Policy be approved

FE CODE OF GOOD GOVERNANCE

48. Catherine Vinall explained that the AoC's Code of Good Governance for English Colleges was originally produced by the AoC in 2015. It was adopted by Chichester College in 2016. The Code had been reviewed a number of times and had become a lengthy document, some elements of which were duplicated in other sources.

49. A significant piece of work had been undertaken by the AoC to produce a new Code of Governance which avoided complexity, promoted autonomy and flexibility. The AoC were encouraging all FE institutions to be using the new Code for the academic year 2024/25. A useful template had also been produced, against which colleges would be able to assess compliance. Catherine confirmed that an action plan would be combined with those arising from the External Governance Review in the spring term and an update on compliance would be submitted to Governance & Search Committee in the summer term. It was

Resolved

That the new Further Education Code of Good Governance was adopted.

CHICHESTER COLLEGE GROUP STAFF FORUM PROPOSAL

50. Governors were advised that, for a number of years, the governance structure at Chichester College/CCG included Staff Committee meetings. Following the merger with GB Met it had been agreed that a review staff voice mechanisms in terms of the Staff Rep system and Staff Committees would be undertaken. Proposals for a Group Staff Forum had been recommended by the Governance and Search Committee, with the CEO as Chair and staff members Reps from each College. This would remove the staff forum from the formal governance structure due to it being a forum rather than a strategic body. It was

Resolved

That the proposal to establish a Group Staff Forum was adopted.

DESIGNATED GOVERNOR ROLE DESCRIPTIONS

51. Catherine Vinall confirmed that the Corporation already had in place a designated Governor for Safeguarding. Recent guidance from the Department for Education (DfE) suggested that Corporations should consider nominating

a designated Governor for SEND (Special Educational Needs and Disabilities). The paper also put forward a proposal to nominate a designated Skills Governor. Governors were asked to make contact to express an interest in either of the new roles. It was

Resolved

That the role descriptions for the Safeguarding, SEND and Skills Governors were approved.

**REMUNERATION COMMITTEE
REMUNERATION COMMITTEE ANNUAL REPORT 2022/23**

52. The report provided a summary of the activity undertaken by the Remuneration Committee in 2022/23 and overview of the approach to senior post holder pay at Chichester College Group. The focus of the report had changed since the PRP scheme had been removed and this had also been reflected in the updated Remuneration Committee Terms of reference. It was

Resolved

That the CCG Remuneration Committee Annual Report 2022/23 be approved.

REMUNERATION COMMITTEE TERMS OF REFERENCE

53. Catherine Vinall confirmed that the Remuneration Committee Terms of Reference had been updated to reflect the removal of the performance related pay scheme for senior post-holder and to add oversight of the performance of senior post-holders and the Clerk through the review of appraisal and development targets. It was

Resolved

That the updated CCG Remuneration Committee Terms of Reference be approved.

**ITEMS TO NOTE
FINANCE AND GENERAL PURPOSES COMMITTEE**

i) Management Accounts to 31 October 2023

54. The Management Accounts were noted and had been discussed earlier in the meeting.

ii) ESFA Financial Forecasting Return 2022/23

55. The Corporation received and noted the ESFA Financial Forecasting Return 2022/23.

AUDIT & RISK COMMITTEE

RSM Chichester College Group Internal Audit Annual Report 2022/23

56. The Corporation received and noted the RSM Chichester College Group Internal Audit Annual Report 2022/23.

SUMMARY OF COMMITTEE BUSINESS AUTUMN TERM 2023/24

57. The Corporation received and noted the Summary of Committee Business Autumn Term 2023/24

WRITTEN RESOLUTIONS - OCTOBER 2023

58. The Corporation received and noted the Written Resolutions - October 2023

DATES OF FUTURE MEETINGS

59. It was noted that the next Corporation Development/Strategy Event would take place on Tuesday, 27 February 2024 from 2.00 - 4.00 pm at Worthing College. The next Corporation Meeting would take place on Wednesday, 27 March 2024, at 4.00 pm, Central Brighton Campus, Pelham Tower, Brighton MET.

ANY OTHER BUSINESS

60. Jon Rollings advised that movement of a substation and transfer of land to UK Power was required as part of the Chichester STEM project. Two governors would be required to sign and approve the transfer document. It was

Resolved

That the proposals for substation relocation and transfer of land to UK Power was approved.

CONFIDENTIAL ITEMS

It was

Resolved

That in view of the confidential nature of the business to be transacted, the minutes for the remainder of the meeting be recorded on a confidential basis.