



West Thames College Further Education Corporation

Minutes of the Meeting of the Corporation

held at 6.00pm on Wednesday 2 July 2025
at the College

Present:	Mr S McGeoch (SM)	Chair
	Ms T Aust (TA)	CEO and Principal
	Mr S Taylor (ST)	
	Ms R Turner (RT)	
	Mr P Sullivan (PS)	
	Ms A Gray (AG)	
	Ms C Zervoudakis (CZ)	
	Mr G Casley (GC)	
	Mr T Hayhoe (TH)	
	Ms B Bata (BB)	
	Mr F Ahmed (FA)	
	Mr A Rides (AR)	
Apologies:		
Ms H Abdul Hakkeem (HAH)		
Mr M Othi (MO)		
In Attendance:	Mr J Bolt (JB)	Associate Member
	Ms K Frost (KF)	Head of Governance
	Ms C Ajit Singh (CAS)	Associate Member
	Ms L Stewart (LS)	Interim Executive Director
	Mr M Cooper (MC)	Executive Director
	Ms M Gajewska(MG)	Vice Principal

23/25 **Welcome, Apologies and Declarations of Interest**

The Chair welcomed everyone to the meeting. Apologies for absence were received and accepted from MO and HAH. It was confirmed the meeting was quorate. It was noted that this was the last meeting for TA and HAH.

There were no declarations of interest concerning items on the agenda.

24/25 **Minutes of the Last Meeting**

a) **Corporation Meeting: 26 March 2025**

Minutes from the meeting of the Corporation held on 26 March 2025 (Paper 2a) were received in advance of the meeting. IT WAS DECIDED they were a true record of the meeting and they were approved.

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b) **Corporation Meeting: 7 May 2025**

Minutes from the meeting of the Corporation held on 7 May 2025 (Paper 2c) were received in advance of the meeting. IT WAS DECIDED they were a true record of the meeting and they were approved.

c) **Matters Arising**

An update on progress towards the actions agreed at the last meeting was received in advance of the meeting and was noted. The college email access for governors was confirmed as resolved.

25/25 **Risk Register**

The 'Strategic Risk Register June 2025' (Paper 3) was received in advance of the meeting. Facility integrity and business continuity risks had been elevated due to the recent fire incidents.

Governors asked about the mitigations in place to prevent further fires. LS explained the incidents were separate and explained the fire mitigation measures in place. It was noted there was unlikely to be a big impact on the insurance from the incidents.

At their last meeting, the Audit Committee had recommended changes to the fraud and cyber security risks so these would be updated in the next version of the risk register.

Governors asked for an update on curriculum reform. The CEO explained curriculum reform was still pending the outcome of national reviews.

It was agreed the risk register fairly represented the risks the College was facing and thanks were passed onto all for their work.

26/25 **College Performance**

a) **Data Dashboard**

The Board reviewed the status of KPIs in the Data Dashboard:

- Teaching, Learning and Assessment: 93% learning walks were good or better. 63% secure and 30% consolidating.

Governors asked about the College's perspective on the current status of the learning walk process. MG said the position was more positive and secure than this time last year.

- Deep Dives: 18 had been completed. 11 were secure and 6 had areas for improvement. There was 1 red-rated area with an action plan in place.
- Attendance: Attendance was slightly below target, 87.1% compared to the target of 88%. This compared to the Association of Colleges (AoC) benchmark of 85%. The College was considering next steps to support further improvements.
- Achievement: Achievement for 2023-24 was confirmed at 90.7% overall. 89% for 16-19s. This placed the College as second in London for overall achievement.

Governors asked about the drop in overall achievement, noting that the College had moved from first place last year to second place this year. In response, it

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was explained that the decline was primarily due to a dip in adult achievement, which had been impacted by a significant intake of recent arrivals and asylum seekers. These students, particularly those in temporary accommodation, often moved with little notice, affecting continuity and completion rates. The College had made a conscious decision to support this group, especially in ESOL and basic skills, and while this affected achievement data, it was agreed that doing the right thing took precedence over rankings. Measures have since been put in place to monitor this more closely in the current year.

Governors asked whether the dip in attendance figures was linked to the same factors affecting achievement. MG explained that attendance challenges were primarily driven by issues related to student mental health and wellbeing. Additional contributing factors included the cost of living, young people taking on full time work and increased responsibilities at home.

It was noted that predicted achievement for 2024-25 was in line with 2023-24 data.

Governors asked how students with special educational needs and disabilities (SEND) were accounted for in achievement reporting. MG confirmed that achievement for pupils with SEND were included. Achievement for High Needs students was reported separately in the Development Plan. This year predicted results for High Needs was 93% which was in line with last year.

- **Finance:** The College's financial health score had declined by 10 points, primarily due to reduced profitability. The current score stood at 200. While solvency remained outstanding and borrowing was rated as good, the EBITDA percentage fell below the benchmark set by the Further Education Commissioner (FEC). As a result, the College's EBITDA was categorised as 'requires improvement'. The discussion emphasised a shift in focus toward long-term financial sustainability, particularly around net cash generation and reinvestment in college resources. It was also noted that 16–19 learner numbers were strong and performance against the Adult Skills Fund was positive. However, despite exceeding allocation targets, the College would receive little to no additional funding due to current funding rules.

Governors asked whether the decline in the College's financial health score reflected a broader trend across the sector. MC explained that over the past few years, there had been a general improvement in financial health grades across the further education sector. He referenced the recent release of the financial benchmarking tool, which would allow the College to assess its EBITDA performance in comparison to sector peers. He emphasised that the current decline appeared to be specific to the College's circumstances this year and would need to be closely monitored, with targeted improvements year on year. The CEO added that there was a noticeable shift in the financial position of local colleges, particularly due to changes in funding rates and increased 16–18 learner numbers, with some neighbouring institutions now setting deficit budgets for 2025–26.

- **Human Resources:** Sickness absence remained above the College's target of 2.8% with the current rate at 6.5%. This was higher than the sector average of 2.9%. The increase was primarily attributed to long-term sickness. Support measures were in place where needed. A new dashboard graph had been introduced to illustrate the staffing mix between established and agency staff.

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Progress had been made in filling vacancies but further reductions in agency reliance were still needed.

- **Sustainability:** The College was beginning to see a greater impact from its solar panel installation. Electricity and gas consumption was approximately 10% below previous levels. The College remained on track to exceed its net zero carbon target, with substantial progress made against its CO2 reduction goals. SM had met with LS in his sustainability link role and expressed interest in further developing the sustainability roadmap. The College had responded to recent changes in government legislation requiring food waste recycling and was meeting the relevant government targets. A government grant covering 75% of the cost of electric vehicle charging points had been secured and installation was planned over the summer.

In terms of sustainability in the curriculum, MG confirmed that all courses had been reviewed for sustainability and green skills content. Where available, sustainability-linked units or additional qualifications had been embedded into programmes. In areas where formal units were not available, sustainability learning had been integrated into course content in ways relevant to each industry. Several student led sustainability projects had been run during the year.

- **Health and Safety:** The number of reported accidents had increased significantly, which was viewed as a positive development. This was attributed to a growing culture of accountability and awareness. Risk assessments had also increased. A new Health and Safety training provider had been appointed and training efforts were ongoing.

b) **Review of Progress towards the Development Plan**

The 'Development Plan 2024-25 June Update' (Paper 4b) was received in advance of the meeting.

Governors asked about Employer Advisory Boards and expressed interest in observing meetings to better understand how they function, particularly in link curriculum areas. It was suggested that governors be issued invitations to relevant sessions and that a schedule of upcoming meetings be shared.

Action: MG/KF

Governors asked when measurable progress would be expected against the new Apprenticeships Development Plan. The CEO confirmed that updates on apprenticeships would be provided at each Corporation meeting, with more detailed reporting at every Curriculum, Quality and Student Experience (CQSE) Committee meeting. Progress should be visible throughout the academic year.

Governors raised concerns about a previously identified disconnect between internal candidate and the apprenticeship team. The CEO confirmed that action had already been taken and that early signs were positive. Governors asked for the sales and marketing targets for apprenticeships to be circulated to governors once confirmed.

Action: MC

Governors referred to Section 3.1 and asked how embedding sustainability into staff development was being tracked. The CEO said monitoring was taking place through CPD activities. MG said a member of staff had been appointed as the College's Sustainability Coordinator and would be delivering sustainability training to all staff.

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Governors asked whether the amber rating for this item was influenced by the use of agency staff. In response, MC explained that the College had not yet fully spent its targeted training and development budget. While the majority of staff had undertaken training, there were still some gaps—particularly in digital skills development. These gaps, along with the need to ensure consistent access to CPD across all staff groups, contributed to the amber status.

Governors noted that students in English and Maths were struggling to meet target grades and asked whether this was consistent with trends in other colleges. The CEO acknowledged the challenge but stated that the College was performing better than many peers. She explained that one of the key areas of focus was reviewing how student target grades are set, as they depended heavily on students' starting points. This process would be reviewed to ensure it remained appropriate and fair. Governors suggested it would be helpful to build a measure of progress from starting point into the data dashboard, in addition to simple achievement rates. The CEO agreed this would be a valuable enhancement.

Action: MG

Governors discussed the utilisation of College facilities and suggested that some spaces, such as the sports grounds, could potentially be used more widely by other areas of the College or external groups. LS explained that room usage was monitored through a utilisation register, which tracked how facilities were used across the timetable. The CEO added that several facilities were already used by external organisations. For example, the sports hall was used by other schools, and Ambitious about Autism made use of the College's sports facilities. The theatre was hired by Stagecoach at weekends, and other spaces were used for commercial purposes where appropriate.

AR left the meeting at 6.50pm.

c) Update on the Development Plan 2025/26

MG provided a brief update on the 2025-26 Development Plan, noting that further detail was in the Executive Report and that the plan had been discussed at the recent CMT Strategy Planning Day. A draft version of the plan would be presented to staff in August and to the Corporation in the October meeting.

27/25 Strategic Items

a) Executive Report

The 'Executive Team Report' (Paper 5a) was received in advance of the meeting.

The CEO provided an update on the College's work around further and higher education (FE/HE) collaboration. A recent meeting with the Skills Minister had been very positive, with strong interest in progressing the College's proposal for modular FE/HE provision.

TA, KF and RT had attended a shared governance event at Richmond College and met with Julia Kinniburgh, Director General of Skills. She had also been supportive of the work being done through the West London collaboration.

There remained ongoing challenges around staffing but several strong appointments had recently been made.

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Governors asked why the College had not been selected as a Construction Technical College. The CEO explained that the College did not meet the eligibility criteria. There would only be one Construction Technical College across London. The intention was to adopt a hub and spoke model with West Thames College acting as a partner.

Governors asked how this linked with the government grants for boot camps. The CEO said the government had announced plans to move forward with a series of technical colleges across ten regions using a hub and spoke model. Boot camps were funded separately through the Greater London Authority and the College had submitted two bids, one in logistics and one in health and care.

Governors asked about the potential for expanding full cost provision. The CEO explained that while targets had previously been set for full cost delivery in certain areas, much of that provision had since become funded and the market for full cost courses had declined. However, the College would continue to explore opportunities, particularly in Creative Industries and Logistics.

Governors welcomed the significant growth in High Needs student numbers and the addition of six new classrooms. They asked whether the College had sufficient staffing resources or would need to rely on agency staff. The CEO confirmed that staffing growth had been planned and factored into next year's budget.

Governors discussed the disparity of pay between agency and established Student Support Assistants (SSAs). It was agreed to undertake a benchmarking exercise to ensure SSA rates remained competitive and equitable.

Action: MG/MC

Governors asked about the projected increase in 16-19 funding, noting a £1.5m rise. MC confirmed that the revised allocation had been received and was a £60k increase over the initial estimate.

b) Update on the Skills and Logistics Centre Lease

MC gave an update on the lease arrangements for the Skills and Logistics Centre. He reported that the College's proposition had received a positive reception from the Local Authority. Discussions were ongoing regarding the terms.

28/25 Curriculum, Quality and Student Experience (CQSE) Committee Report

a) Committee Report

Minutes from the meeting of the Committee held on 4 June 2025 were received in advance of the meeting. (Paper 6a). The Chair of the Committee drew attention to key points from the meeting:

- The Committee received an update on the College's digital strategy. Two areas of particular interest were the concepts of digital poverty and digital inclusion. Moving forward it would be important to ensure no students were excluded from the digital landscape.

Governors said Ofsted had recently published a report on the use of AI in colleges, warning that it would be easy for institutions to fall behind in this area. The Chair shared that alumni working in the IT sector had expressed interest in supporting and constructively challenging the College's digital strategy, and that the College intended to leverage the alumni community to strengthen its approach.

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The third question posed in the digital strategy paper regarding additional areas of risk, opportunity, or focus would be considered further at the next meeting of the Committee.

- The Committee had welcomed the increase in SEND provision, including the addition of new classrooms and the on-site Tesco shop, which was seen as a valuable experience for students.
- The Committee had reviewed progress towards the Apprenticeships Development Plan. Governors asked if the specific Sales & Marketing targets that were intended to be set in July had been set. The response was the intent was to set them by the end of July.

b) Summary Report from Governor Link Visits

A summary report from the Curriculum Link Visits carried out in academic year 2024-25 was received in advance of the meeting. (Paper 6b). RT highlighted the following points:

- The Executive Team would follow through on operational issues raised during the visits.
- In the Travel, Sport and Public Services area, governors had noted the need for updated equipment. The need for continued growth of the Skills and Logistics Centre was also acknowledged.
- The ET+ Student Voice Group was described as an uplifting experience. Governors were encouraged to participate in future sessions. It was noted that students spoke confidently about strategic priorities, which aligned closely with the Corporation's own discussions. Students emphasised the importance of maintaining strong employer links, organising career-related trips, and ensuring IT systems were kept up to date.

Governors raised a concern regarding Science, noting that student exposure to employers appeared to be supported by only one partner. It was felt that there should be richer opportunities and stronger engagement with local employers.

The Chair noted that apprenticeships, digital strategy, and employer partnerships had emerged as three key strategic themes. Governors discussed which committee should oversee employer engagement. While this had been considered in part by the CQSE Committee, the CEO indicated that a broader partnership strategy was being developed and that oversight might ultimately sit with the Corporation.

29/25 Finance, Resources and Capital Projects (FRCP) Committee Report

a) Committee Report

Minutes from the meeting of the Committee held on 18 June 2025 were received in advance of the meeting (Paper 7a). The Chair of the Committee gave a verbal update from the meeting, highlighting the following key points:

- The Committee discussed the importance of improving the reporting.
- An additional meeting of the Committee was scheduled for September to support ongoing oversight.
- A number of policies were reviewed and approved. During the discussion, governors raised a question about how non-vulnerable adult students are protected, particularly in relation to safeguarding. The Committee agreed to

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review this area further to ensure appropriate coverage. It was agreed at the Committee that MG would look into what was currently in place.

- The role of the Committee in relation to sustainability was also discussed. SM had provided a verbal update, noting that while FRCP was effectively overseeing facilities-related aspects of sustainability, there was some overlap with curriculum-related matters. It was agreed that these elements should be considered by the CQSE Committee.

b) Latest Management Accounts

The 'Final Management Accounts April 2025' (Paper 7b) were received in advance of the meeting. MC provided a summary of the key points:

- The College showed improved financial performance, primarily driven by a reduction in costs. This was largely due to the timing of the Easter holidays and tighter controls on agency staffing. Non-pay expenditure also showed a favourable movement, attributed to the natural timing of certain costs.
- The full-year forecast projected a surplus of £30,000, compared to a budgeted surplus of £150,000. While it would be challenging to meet the original target, the MC commented that the revised forecast would be achieved.

Governors asked about the impact of reducing staff over the summer period. MC explained that cost savings had been achieved by reducing agency teaching staff, particularly in areas where provision could be scaled back during the summer term.

Governors asked about higher education (HE) income, referencing a previous CQSE discussion where Katrin Lehmann had indicated that HE provision was breaking even. They queried whether this remained the case when HE was treated as a standalone cost centre. MC confirmed that HE continued to make a small overall contribution, though it was no longer as profitable as in previous years.

Governors agreed that the College should continue with HE provision, as restarting it in the future would be difficult, and there remained potential for further opportunities. Nonetheless, it would be kept under review.

c) College Budget 2025-26 and Financial Forecast

The '2025-26 Budget and 2026-27 Financial Forecast' (Paper 7c) was received in advance of the meeting.

MC reported that both the 2025–26 budget and the 2026–27 forecast projected an operating surplus of £200k. A contingency of £200k was also included. Movements in income were summarised. A reforecast or budget flexing exercise would be undertaken at the September meeting. The assumptions underpinning the budget were outlined, and it was noted that AOC would make a recommendation in September regarding staff pay rises. SM confirmed that the budget was balanced and included an operating surplus in line with previous years. Further discussion would take place regarding the potential pay award in the autumn term.

Governors asked whether the £200k contingency would be sufficient to cover any increase in staff pay. MC clarified that a 3% pay increase had been assumed in the budget and that the contingency was intended to cover unexpected costs.

IT WAS DECIDED to approve the College Budget for 2025–26 and the Financial Forecast, noting that both would be reviewed in September.

d) Subcontracting Arrangements and Policy 2025-26

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The 'Subcontracting Arrangements and Policy 2025-26' (Paper 7d) was received in advance of the meeting. On the recommendation of the FRCP Committee, IT WAS DECIDED to approve the Subcontracting Arrangements and Policy 2025-26.

e) **Health and Safety Policy**

The 'Health and Safety Policy' (Paper 7e) was received in advance of the meeting. On the recommendation of the FRCP Committee IT WAS DECIDED to approve the Health and Safety Policy.

f) **Framework for Setting Pay and Conditions of Staff**

The 'Framework for Setting Pay and Conditions of Staff' (Paper 7f) was received in advance of the meeting. On the recommendation of the FRCP Committee IT WAS DECIDED to approve the Framework for Setting Pay and Conditions of Staff.

g) **Financial Regulations**

The 'Financial Regulations – July 2025 update' (Paper 7g) was received in advance of the meeting. IT WAS DECIDED to delegate approval of the final version of the Financial Regulations to PS.

Action: MC/PS

h) **Leases with Ambitious about Autism**

On the recommendation of the Finance, Resources and Capital Projects Committee IT WAS DECIDED to approve extension of the leases with Ambitious about Autism for Ambitious College and the Rise School Sixth Form. Both leases would be extended to 2037.

i) **Insurance Contract**

On the recommendation of the FRCP Committee IT WAS DECIDED to approve spend on the insurance contract, up to an annual premium of up to £165k or a three-year premium of up to £500k.

j) **Capital Investment in the Banks Building**

The following papers were received in advance of the meeting: Capital Expenditure Cover Sheet, Envira-Mech Services Ltd Financial Statements 31 March 2025, Cashflow forecast, the CPC Framework and the College Due Diligence, EMS Performance Risk Mitigation. (Papers 7ji).

LS reported that the College intended to use the remaining Capital Grant funding to upgrade the heating and cooling systems in the Banks Building. The current system was over 10 years old, with more than 50% of units showing signs of failure, which was having a significant impact on both students and staff. The CPC framework had been used to identify suitable contractors. However, only one response was received. To mitigate risk, the project was divided into three phases. While the single bid limited the ability to confirm value for money, the procurement process had been properly followed. It was noted that the Capital Grant funding must be spent by March 2026, and the work must be completed within that timeframe.

LS confirmed that the Department for Education had approved the use of the funding for this purpose, following a request to reallocate it to this condition improvement project.

Governors asked about the viability of the project and whether deferring the work was an option. It was agreed that doing nothing was not viable, and the CEO confirmed that interim measures would otherwise be required, which would not be

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sustainable. The CEO and other members of the Executive Team indicated they were supportive of the project.

Governors asked whether the timing of the tender likely to have had an impact on the inability of many companies approached to tender. It was confirmed this was likely a factor.

SM and PS noted that although the procurement outcome was not optimal, the process had been robust and defensible.

IT WAS DECIDED to approve the following spend with Envira-Mech Services Limited to upgrade the heating and cooling systems in the Banks Building:

	Total without VAT	Total including VAT
Phase 1	£561,993.50	£674,392.20
Phase 2	£280,996.75	£337,196.10
Phase 3	£280,996.75	£337,196.10
Total	£1,123,987.00	£1,348,784.40

30/25 **Audit Committee Report**

a) **Committee Report**

Minutes from the meeting of the Committee held on 25 June 2025 were received in advance of the meeting. (Paper 8a)

The Chair of the Audit Committee reported that the Committee had reviewed progress towards the outstanding audit recommendations. It was noted that the remaining items were low-level in nature.

One internal audit report on funding had been received, which concluded with a “substantial assurance” rating and included three recommendations.

The external audit strategy for the year-end audit had been reviewed and approved.

The Chair of the Committee drew attention to the Further Education Commissioner’s report on Weston College, which had been uploaded to the Governor Portal. Governors were strongly encouraged to read the report, which highlighted how governance can fail when oversight is insufficient.

An update was provided on the internal audit tender process. Presentations were received from shortlisted providers. The appointment would be formalised following the meeting.

The Committee also discussed the implications of the Weston College report in relation to governance processes. In particular, it was agreed that the Remuneration Committee should recommend, and the Corporation should approve, all appointments and changes to senior postholder pay. This additional layer of oversight was introduced to strengthen governance and ensure transparency in line with best practice.

b) **Whistleblowing Policy**

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The 'Whistleblowing Policy' (Paper 8b) was received in advance of the meeting. On recommendation of the Audit Committee IT WAS DECIDED to approve the Whistleblowing Policy.

31/25 **Governance, Search and Strategy Committee (GSS)**

a) **Committee Report**

Minutes from the GSS Committee meeting held on 21 May 2025 were received in advance of the meeting.

The Chair summarised the key points from the meeting. It was confirmed that the Strategic Plan would be postponed until early 2026. In the interim, a Development Plan would be implemented to guide activity.

The Committee discussed succession planning for Corporation members whose terms were due to expire in July 2026. The Chair confirmed that individual conversations would be held with those governors in the coming months.

It was noted that a Chairs' meeting with the Executive Team was scheduled for 3 September 2025. Governors who were not attending were invited to share any views on the effectiveness of the current committee structure in advance of that meeting.

b) **Appointment of Governor**

On the recommendation of the Governance, Search and Strategy Committee IT WAS DECIDED to re-appoint Stuart McGeoch as an Independent Governor for a 3 year term from 1 August 2025 to 31 July 2028.

c) **Election of the Chair and Vice Chairs**

IT WAS DECIDED to re-appoint SM as Chair of the Corporation for the period 1 August 2025 to 31 July 2026.

IT WAS DECIDED to re-appoint RT and PS as Vice Chairs of the Corporation for the period 1 August 2025 to 31 July 2026.

d) **Appointment of Associate Members**

On the recommendation of the Governance, Search and Strategy Committee IT WAS DECIDED to re-appoint Charanjit Ajit Singh and John Bolt as Associate Members for a further year with terms of office running from 1 August 2025 to 31 July 2026.

e) **Committee Membership**

On the recommendation of the Governance, Search and Strategy Committee IT WAS DECIDED to approve the Committee Chairs and Committee Membership as detailed in Paper 9e.

f) **Instrument and Articles**

'Draft Instruments and Articles of Government' (Paper 9f) were received in advance of the meeting. At their last meeting, the GSS Committee reviewed the College's Instrument and Articles of Government and recommended them to the Corporation for approval.

Since that meeting, the Department for Education issued a letter dated 17 June 2025 advising the removal of Clause 4.2, which stated that the Secretary of State is the appointing authority. This clause has been deleted in the proposed version.

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IT WAS DECIDED to approve the Instrument and Articles of Government.

g) **Governor Handbook**

The 'Governance Handbook 2025' (Paper 9g) was received in advance of the meeting. The Head of Governance reported that the GSS Committee had reviewed the Governor Handbook at their last meeting and were recommending it for approval.

Since the meeting of the Committee, a letter from the Further Education Commissioner has been received stating that 'the total remuneration of senior post-holders must be approved in full monetary terms by the Board'. As a result, the Remuneration Committee Terms of Reference had been updated to say they would recommend the initial remuneration for Senior Postholders along with any changes.

IT WAS DECIDED to add oversight of the College's insurance arrangements to the list of responsibilities for the FRCP Committee.

IT WAS DECIDED to approve the Governor Handbook 2025, subject to the changes above.

32/25 **College Policy Schedule**

The 'College Policy Schedule: June 2025' (Paper 12) was received in advance of the meeting. IT WAS DECIDED to approve the College Policy Schedule.

33/25 **Items to Note**

IT WAS NOTED that Chair's action had been taken to appoint Bryt Energy for the electricity contract and SEFE Energy for the gas contract.

IT WAS NOTED that MG had been appointed as the Accounting Officer in her new role as CEO/Principal.

IT WAS NOTED that a written resolution had been passed to approve the Accountability Agreement 2025.

34/25 **Confidential Items**

A confidential item was discussed.

35/25 **AOB**

It was noted that the Sikh community had acknowledged the recent student award with great pride. The recognition had been widely shared, including at a community gathering, where the College's role in supporting the student was warmly appreciated.

The Corporation also acknowledged, with sadness, the passing of a former student. Governors expressed their condolences and recognised the impact of the loss on the College community.

36/25 **Date of the Next Meeting**

The date of the next meeting of the Corporation was Wednesday 8 October 2025.

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Summary of Actions

Minute No.	Action	Lead	Target Date
26/25	Share the schedule of Employer Advisory Board meetings with governors.	MG/KF	Oct 25
26/25i	Circulate the sales and marketing targets for apprenticeships to governors once confirmed.	MC	Oct 25
26/25ii	Add progress data into the data dashboard in addition to achievement rates.	MG	Mar 26
27/25	Undertake a benchmarking exercise to ensure SSA rates remained competitive and equitable.	MG/MC	Oct 25
29/25	Confirm to the Corporation once the Financial Regulations have been approved including any material changes.	PS/MC	Oct 25

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