



## BRIGHTON HOVE AND SUSSEX SIXTH FORM COLLEGE

### MINUTES OF THE MEETING OF THE CORPORATION HELD ON THURSDAY 4<sup>th</sup> JULY 2024 AT 6.00 PM IN ROOM 538, ELMS BUILDING

**Present:** William Baldwin (Principal), Kirstin Baker (Co-Chair of Governors), Jo Davis (Governor), Katy Hiles (Governor – Parent), Dibran Miha Lopez (Governor – Student), Paul Lovegrove (Governor), Marcus Palmer (Governor), Neil Perry (Vice-Chair of Governors), Chris Piper (Governor) Simon Porges (Co-Chair of Governors), Wilhelmenia Rantala (Governor), Tom Trafford (Governor – Teaching Staff)

**In attendance:** James Moncrieff (Deputy Principal), Jutta Knapp (Vice-Principal), Alison Cousens (Vice-Principal), Mark Monahan (Assistant Principal), Louise Pennington (GP).

The meeting was quorate.

Simon Porges chaired the Meeting.

#### 1.1 Apologies and Welcomes

Apologies were received from: Guy Carr, Deya de Brun, Alison Mansell, Mick McLean, Daniel Osorio, Jo Redfern-Evans, Jo Usher, Andrew Wright

Welcomes: Tom Trafford, Dibran Miha Lopez

The meeting was quorate.

#### 1.2 Membership Matters

Based on the Search and Governance Committee meeting's recommendations, reported by Neil Perry, the Committee Chair, the Corporation considered and passed the following resolutions:

- Appointment of New Student Governors – Deya de Brun and Dibran Miha Lopez
- Jack Fosberry to be appointed as new co-opted Audit Committee with effect from the next academic year 2024/2025, succeeding Sarah Bovill who will now retire. Thanks were recorded to Sarah for her long service to the College.
- Co-Chairs: having reviewed the co-chair pilot exercise the S & G Committee's recommendation that this had worked very well over the last year, was endorsed by the Corporation. Neil Perry invited Governors to provide further feedback to him after the meeting and also noted that this could be provided by Governors at their 1 to 1s with the Co-Chairs.
- It was agreed that as there were Co-Chairs, once Neil Perry retires as a Governor and Vice-Chair, it won't be necessary to appoint a Vice-Chair. The end of his term of office is July 2025 but it was noted that this would be kept under review with Neil's agreement, with the option of bringing this forward to the end of December 2024; at this point Governors were reminded that currently Neil Perry chaired S & G Committee and Remuneration Committee and was also a Member of the Audit Committee. **ACTION: LEP**
- It was resolved to appoint the Co-Chairs (alternating the role annually and commencing with Simon Porges), to Chair the Search & Governance with effect from the next academic year,

succeeding Neil Perry. Furthermore, it was resolved to appoint Marcus Palmer as Chair of Remuneration Committee effective from the next academic year, succeeding Neil Perry.

- Quality and Curriculum Committee – it was resolved to revise the Membership section of the terms of reference to make the appointment of a co-opted Teaching Staff member as an optional appointment. **ACTION: LEP**

### **1.3 Minutes of the last Meeting held on Wednesday 27<sup>th</sup> March 2024 main business (and confidential)**

The minutes were approved and signed as a correct record of the meeting. **ACTION: LEP**

### **1.4 Matters Arising**

The contents of the action schedule were noted including those actions which had been completed, in progress or would be completed by the date given in the schedule. There were no issue arising. It was also confirmed that the correction required to the accountability agreement had been done.

### **1.5 Declaration of Interests**

Regarding the proposed estates development, Katy Hiles declared her interest as a local member of the community.

There were no other interests declared.

## **SECTION 2: STRATEGIC ITEMS**

### **2.1 Principal's Report**

William Baldwin introduced his report which was received by the Corporation and the Principal highlighted the following key points as recorded below:

\* Election outcome: unclear at this point regarding the impact on FE/SFCs, although it was recognised that a review of BTEC de-funding would be a priority for Colleges, together with confirmation of in-year funding rules and agreement to fund SFCs for the full pay award.

\* Admission numbers: as reported at the recent Committees, SLT had indicated that the recruitment numbers may be higher than initially thought by about 100 Students, but post moving on day, there has been a drop in numbers which is likely to bring this in line within the targeted conversion rates. In response to a question from Governors it was confirmed that uncertainty regarding final numbers won't be resolved until the new term. Should some prospective Students who haven't had an offer from the College, remain interested in enrolling at BHASVIC, there may be a few spaces arising, once final numbers are known in respect of firm offers made. For 2024/2025 there will be 3,750 funded.

\* It was agreed to provide a tour of the new Immersive Classroom (financed from Local Skills Improvement fund) for Governors at the start of the December 2024 Corporation Meeting. **ACTION: SLT/LEP**

\* Eastbourne Feasibility Study: Reference was made to the meeting front sheet, the contents of which were noted. Reference was made to powerpoint/slides issued by Eastbourne to SLT at their recent SLT strategy day presentation, but as they hadn't yet been approved for release, these had not been shared with Governors at this point. In summary, SLT advised that currently there was no space for BHASVIC to provide a meaningful offer in Eastbourne for Level 3 Students, and particularly those interested in academic qualifications. In response to a question from Governors regarding academisation options, it was noted that this would be kept under review subject to new Government initiatives and mechanisms to take forward such options.

## 2.2 Student Governors' Report

Dibran Miha Lopez presented the following Report:

- Positive feedback from new Students noting change in dynamics from secondary schools to BHASVIC.
- Skills Week – Students who have found placements are getting work experience this week and Dibran confirmed that he was working at Lloyds Bank in different areas of customer support.
- Moving on Day for Year 11s took place last week and the SU Executive members attended this to support the Students and answer any questions etc. Lots of positive feedback was received from the visiting Students.
- Exams season has ended for A1 Students who found this experience useful in preparing for their final exams next year.

Thanks were recorded to Dibran for his update.

## 2.3 College Development Plan (CDP)

### PAPERS:

- a) Front Cover Sheet
- b) College Development Plan

James Moncrieff referred to the CDP papers, the contents of which were noted and he highlighted the key headline points therein. There were no questions from Governors, noting that this had been considered at the Committee stage.

The Corporation endorsed the CDP. **ACTION: JAM**

## 2.4 EDIMS (Equality Diversity Implementation Measures)

Alison Cousens introduced the Report to the Governing Body, reminding them that previously this had been presented to Governors at the Committee level (Q & C Committee). The following points were noted followed by questions from Governors:

- The document was drafted with the input from the various EDI Coordinators with the aim of providing a snapshot of the whole College community, including Governors, rather than focusing solely upon Student metrics, as the document has done in the past. Cross College strategies (sustainability, anti-racism etc) have also been taken into account
- Supporting this document, there are localised differentiated action plans per department, with EDI reflected therein.
- SLT, the HR Manager and some Governor input, have also been provided on the final document.
- Benchmarking was achieved based on the 2021 Brighton and Hove census data, comparing key characteristics as shown in the various headlines, highlighted in the Executive Summary.
- Governors were invited to request the supporting information/data sets behind the various headlines, should they wish to review the detail.
- Other new data has also been made available and taken into account this year – “finding safe and well data” and LGTB metrics (for Students only) are also reflected in the analysis; this provides useful information for Staff to assist them in providing the necessary support for Students.

At this point, questions were invited from the Governing Body, as recorded below:

- Governors queried what actions the College was taking in respect of the attainment gap between males and females, noting that this was also a national issue and had been for some years. Alison Cousens explained that each department was reviewing its scores in this area and investigating ways to improve male students' outcomes, but also taking into account value added outcomes from progressing to BHASVIC from secondary schools. It was also recognised that the impact was also associated with each qualification particularly with some subject examinations which were based on traditional written papers more suited to females. Governors were keen to establish whether there were any other initiatives which could support male Students and also queried whether other Colleges were more successful in male attainment. The Principal advised that further information would be incorporated into the self-assessment report, due later this calendar year.
- The core team established to work on preparing the overall EDIMs document, meets half termly and last met on Friday to agree the latest version of the report. Referring to the point raised above regarding boys' attainment, regarding the BTEC qualification, actions were being developed in order to support boys in improving their outcomes. At the same time, male Students' mental health was also being investigated and monitored.
- The Corporation also noted that Staff disability data was also incomplete and SLT agreed that further improvements in Staff EDI information was necessary, although noting that the data had improved over the last 2 years, but with further work to be done. It was noted that this information was self-reported via the College's HR online System and it wasn't compulsory for Staff to make disclosures. The intention will be to further discuss this with HR and find ways to improve data collection and disclosure, partly with some assistance of management training.

At this point James Moncrieff joined the meeting.

- The Meeting discussed increased ethnicity and outcomes, associated with Student home locations in Brighton and Hove, West and East Sussex.
- 5 years ago pre-Covid, Parent Focus Groups were held for parents of colour which drew attention to marketing materials which had a bias towards "white British" Students and encouraged the College to demonstrate more diverse and inclusive images in future marketing materials which was implemented and proved successful in encouraging Students of colour to want to enrol at BHASVIC. Furthermore, Wilhelmenia Rantala (EDI Link Governor) reported on a past project relating to BAME Students and Brighton and Hove Council's Anti-Racist Strategy, with focus groups established taking account of life experiences of Students enrolled at College, providing a voice to Students of various ethnicities.
- Taking into account the above, it was agreed that sustainable initiatives must continue to be developed and reported and it was confirmed that the College continues to work with the local anti-racist strategy team.
- SLT confirmed that there was an action plan in place to take forward any key issues identified including the underachievement of boys as reported earlier.
- The College held an EDI Inset Day last September which has become an annual event so has been scheduled for this September's Inset training too; at this event SLT aim to launch a 3 year action plan for consideration by Staff, with actions being identified and reported via the SARAP process. As usual Governors will be invited to attend the SARAP meetings next term and will be able to hear updates regarding EDI aspects within each area. **ACTION: SLT**

- Referring to page 62 and the table relating to feeder schools, Governors queried how many of these schools had their own Level 3 provision and it was agreed that it would be useful if in a future EDIMS report, this information could be incorporated if possible. **ACTION: SLT**
- At this point Wilhelmenia Rantala confirmed that as the EDI Link Governor and following her meetings/visits on site, she was satisfied with the EDI work carried out by the College and accordingly was able to confirm assurance to the Corporation.
- Regarding the data included in the EDIMS report relating to Governors, it was noted that despite some representation, overall the Board's ethnic diversity (and to a less extent gender diversity) was below benchmark and noted the difficulties in making the Board more diverse, and taking into account various strategies and actions taken forward over the last few years, when vacancies have arisen. It was noted that these issues were considered by the S & G Committee when vacancies arose and that reference to this was included in the Governor Recruitment and Succession Planning Policy. Reference was also made to the requirement to seek specific experience and skills essential for the Board.
- The Corporation was reminded that annual Governors are requested to complete EDI returns, the details of which are included in the annual FE Workforce return made by the College to the DfE.

Thanks were recorded to SLT and Staff for the work involved in producing the EDIMS report.

### **SECTION 3: QUALITY, CURRICULUM AND GUIDANCE ITEMS**

#### **3.1 Quality & Curriculum Committee 10/06/24**

**Meeting Papers: Items for Noting (papers available on request or refer to Q & C Committee Team folder)**

**a) Draft Minutes of Q & C Committee 10/06/24**

**b) Principal's Update – oral report (refer Minutes)**

**c) Termly Update – Student Governor Perspective – oral report (refer minutes)**

**d) Student Destinations' Report**

**e) CDP – refer item 2.3**

**f) Link/Lead Governors – termly update (oral report – refer minutes) Skills, EDI, SEND, Safeguarding**

**g) Risk Assurance – refer minutes**

**h) Committee Annual Self-Assessment and terms of reference annual review (refer minutes)**

In the absence of Andrew Wright (Co-Chair of Q & C Committee), Chris Piper (Co-Chair of Q & C Committee), provided a summary of the key headlines and approvals required and referred Governors to the detailed minutes reflecting the discussions held and recommendations made.

It was noted that a useful pre-meeting training sessions had been held on the subject of UCAS, together with an interesting presentation from Nikki Fabry (Guidance Manager) on the annual Student Destinations. He also invited questions from Governors. The Corporation endorsed the various recommendations made by the Q & C Committee.

Thanks were recorded to Chris Piper for his Report and the various approvals were endorsed by Corporation.

## SECTION 4: RESOURCES/AUDIT/INTERNAL ASSURANCE ITEMS

### 4.1 Resources Committee 17/06/24

Meeting Papers: Items for Noting (papers available on request or Governors may access the papers directly via the Resources Committee Team folder).

- a) Draft Minutes of Resources Committee 17/06/24
- b) Termly Update on HR (refer minutes)
- c) Principal's Report – oral report (refer minutes)
- d) Management Accounts for 9 months to 30/4/2024 (front sheet and Management Accounts) – for Governors' information the details of which were noted.
- e) Budget 2024/2025
- f) College Financial Forecasting Return (CFFR) i) Link to full report
- g) Premises Update oral report (refer minutes)
- h) Digital Update
- i) Sustainability Update including Link Governor Report
- j) CDP section 4 – refer item 2.3
- k) Risk Assurance (refer minutes)
- l) Committee Annual Self-Assessment and terms of reference annual review – Resources Committee and Premises Group (refer minutes)

The Corporation were reminded that Paul Lovegrove had chaired the meeting in the absence of Marcus Palmer. Paul Lovegrove introduced this section of the meeting and gave the following summary to Governors, referencing the draft minutes, items for noting (including the Management accounts) together with the recommended actions for approval as set out therein. Jutta Knapp added supporting commentary and explanations for the Governing Body. Thanks were recorded to Paul Lovegrove for chairing the meeting and to Jutta Knapp and her Team for preparing the meeting papers.

- **e) Budget 2024/2025:** Jutta Knapp drew Governors' attention to the key points within the document and made reference to the discussions held at Resources Committee, as recorded in the draft minutes including difficult financial position for the Sixth Form sector Colleges, unfunded nationally agreed Staff pay increases and impact of Students' lagged funding and significant increase in examination costs (latest £750k). There is a small surplus and the proposed budget meets the bank covenants in respect of the existing loan arrangements, with the majority of the financial targets met. Staffing cost budget for next year of 3% has been allocated to allow for the currently under negotiation national pay rise. The capital expenditure allocation was also highlighted (£2M), taken from the current cash reserves for 2 small projects; the timing of spending will be confirmed once contractors have been appointed etc. The timing of cash flow will also be closely monitored and discussed with Lloyds Bank regarding any potential short term covenant breach on one of the test dates which would have to be agreed with the bank and also with the DfE (re new ONS reclassification rules). In response to a question from Governors regarding considerations which may need to be made, should adjustments in the budget be required, it was noted that some Colleges who have signed up to the national agreement on Staff pay, have implemented the pay rise agreed nationally, but adjusted the implementation date to later in the year for affordability purposes. Class sizes are also maximised where possible to enable some savings on the Staffing budget.

Taking into accounts the points made above, the Budget for 2024/2025 was approved by Corporation. **ACTION: Jutta Knapp**

- f) **CFFR** – a link to the full document was included with the meeting papers and Jutta Knapp reminded Governors that this was a document required by the ESFA and comprised the financial information contained in the management accounts, budget for next year and forecast for the following year, resulting in a calculated financial health grade – being good. Regarding the forecast for the following year 2025/2026, a Staff pay rise of 2% has been included with assumptions that there will be no increase in funding or Student numbers; the bank covenants should still be met. Once approved by the Governing Body, the document is required to be submitted to the ESFA by 31<sup>st</sup> July.

The Corporation approved the CFFR. **ACTION: Jutta Knapp**

- **G) Premises Update**

Paul Lovegrove and Jutta Knapp referred to the recommendations made within the Resources Committee draft meeting minutes and the proposals regarding the temporary modular classrooms were endorsed by Corporation. It was noted that the planning application included the temporary modulars on the netball court, and the new Student building, although owing to the financial position, the latter won't be an immediate project until funding becomes available. There is one outstanding query resting with the Local Authority (LA) Planning Department, relating to the number of cycle racks, with the Council's predicted need being higher than the numbers proposed by the College. It's likely that the LA will delegate the College's planning submission to the Planning officer/s, rather than consideration by the LA's Planning Committee, which should speed up the process and therefore is also unlikely to be contentious; the new Student building is seen as a replacement of the temporary modulars rather than a new build. The College has responded to the highways' query and is awaiting response from the Council. Regarding any objections to the planning proposals, 1 neighbour (Dyke Road) has submitted an objection to date regarding the height of the new Student Building (9 rooms – 6 classrooms (Psychology mainly plus 1 room for Sport), 2 social student space and 1 staff room) with concern regarding on the Dyke Road pavements, although it was noted that the latter problem was not caused by those visiting the College. SLT advised that the risk of not getting planning permission was considered to be low. Conversely the risk of not achieving planning permission for the temporary modulars on the netball court essential for the additional Students commencing in September, was significant and although unlikely, should planning be rejected, this would be appealed.

The Corporation approved the recommendations made by the Resources Committee as set out in the draft Committee minutes. **ACTION: Jutta Knapp**

- **h) Digital Update**

Governors' attention was drawn to the detailed report provided to Resources Committee prepared by Mark Monahan, with input at the Resources Committee meeting from Mick McLean (Digital Link Governor) and noting that much of the digital update in future would be included in the CDP. In particular, Mark Monahan highlighted the CCTV proposals and investigations in order to make the College's site safer for Students. The Report was taken as read.

In addition to the various approvals given above, other recommendations made by the Resources Committee, as detailed in the draft minutes, were endorsed by the Corporation.

#### **4.2 Audit Committee 20/06/24**

**Meeting Papers: Items for Noting (papers available on request or refer Audit Committee Team folder).**

- a) **Draft Minutes of the Meeting held on 20/06/24**

- b) **Principal's Update – oral report (refer minutes)**
- c) **External Audit Planning Memorandum**
- d) **Internal Audit Plan/Strategy**
- e) **Internal Audit Reports: Front sheet; i) Quality Assurance; ii) Procurement and Creditors; iii) Estates Management**
- f) **Update on Audit Recommendations**
- g) **Reappointment and Remuneration – External & Internal Auditors – oral report (refer minutes)**
- h) **Risk Register and Risk Assurance Map – refer 6.1**
- i) **Fraud Report (oral – refer minutes)**
- j) **Committee Annual Self-Assessment and terms of reference annual review (refer minutes)**

Jo Davis, Chair of Audit Committee presented the various documents for approval or noting to Corporation and the following points were highlighted:

- Risk aspect regarding the forthcoming loan renewal as recorded in the minutes, was highlighted to Corporation, taking into account the ONS reclassification of SFCs (which prevents Colleges borrowing commercially). Although it was thought to be of low risk although the impact would be significant and affect the going concern. From an audit perspective if ESFA agreement is not confirmed re the new loan arrangement, the auditors would have to issue an unqualified audit report. The Corporation was directed to the draft Audit Minutes regarding this, which confirmed the lack of response from the DfE/ESFA contact to the College's multiple communications regarding this, seeking confirmation of the required ESFA process. Jutta Knapp confirmed that the current bank loans (2, 1 fixed and 1 variable) were due for renewal in May 2025 and permission from the ESFA to agree any change in the loan, noting that almost certainly the variable rate will change. As recorded earlier, Jutta Knapp has chased the ESFA more than once for clarification on the process for seeking approval to ensure that the loan arrangements will be honour and carried forward to the end year (with 12 month going concern required to be reported within the financial statements as at the year end).
- Internal Audit Reports – excellent audit outcomes with no recommendations, except for minor actions arising in respect of procurement/creditors and estates management, but good processes and controls were highlighted.
- External Audit Planning Memorandum – approved.
- Internal Audit Plan/strategy – approved.
- Reappointment and remuneration – External and Internal Auditors – approved.
- Attention was drawn to the significant cost of examination fees noting the reason for including this in the internal audit work, which will review workload, requirements, compliance etc.

The Corporation approved the documents recommended by the Audit Committee, noting that the Risk Register and Risk Assurance Map were included within item 6.1 Performance. **ACTION: Jutta Knapp**

## **SECTION 5: GOVERNANCE ITEMS**

### **5.1 Search and Governance Committee 4/07/24**

**Minutes to follow** – noting that the meeting had been held immediately prior to the Corporation meeting.

**Items for approval or noting (papers for noting available on request or refer Search and Governance Committee Team folder):**



- a) **Other Governor Membership Matters – refer minutes**
- b) **Governance Self-Assessment Report Action Plan Update**
- c) **Governance Codes – Review: front sheet included for reference**
- d) **Compliance checklist update – existing AoC Code of Good Governance - noted**
- e) **Governance SAR Action Plan – update – noted**
- f) **Annual Committee Self-Assessment and terms of reference annual review (refer minutes)**

Neil Perry provided a summary of the business discussed at the meeting held immediately prior to Corporation, noting the following points and seeking Corporation approval for certain items:

- Co-Chairs’ 1 to 1 conversations with Governors to discuss various governance matters including Co-Chair arrangements and effectiveness, link governors, attendance etc
- Keep under review Committee membership in light of future Governor terms of office coming to an end.
- Review of Principal’s Report: recommended that with effect from the next academic year, the Committee verbal reports will reflect the information relevant for that Committee so that Q & C Committee will receive Resources matters and vice-versa; the written Report for Corporation will be reduced, removing the HR (as dashboard goes to Resources), Student Guidance and Digital as both are reported already in the CDP. Quality matters, Finance KPIs plus the risk assurance map will continue to be included.
- Governance SAR action plan reviewed and progress noted.
- Having re-visited the 3 Code options for FE/SF Colleges, on the recommendation of the Search and Governance Committee, the new AoC Code of Good Governance (2023 version) was endorsed for adoption with effect from the next academic year. **ACTION: LEP**
- The terms of reference as revised (incorporating the responsibilities currently resting with the Emergency Governance Committee (EGC), were recommended for approval, noting that the EGC would then be disbanded.

## **CONSENT AGENDA**

### **SECTION 6: POLICIES AND OTHER DOCUMENTS**

The Chair informed Governors that no notifications from Members had been received requesting discussion or raising questions regarding any item included within this section and it was resolved to take all items as read and approved.

#### **6.1**

**a) Admissions Policy** (added in new wording relating to low income families and special educational needs with effect from 2025).

**b) EDI Policy**

**c) Quality Assurance and Improvement Policy**

**d) Student Finance Support Policy**

**e) Data Protection Policy** – It was noted that this may be reviewed again once the decision regarding the new CCTV proposals have been actioned. Reference was also made to the Digital Report presented to Resources Committee and included in the Corporation meeting papers for information.

**f) Data Breach Notification**

**g) Data Retention Policy**

**h) Rights of Individuals Policy**

**i) Business Procedures**

**j) Financial Dashboard** – document issued by the ESFA

**k) Risk Register and Risk Assurance Map** – William Baldwin updated Governors on the latest document and reported on the increasing risk relating to the fact that the College’s net zero carbon reduction target by 2030, may not be met. He reported that the next iteration of the Risk Register would take this factor into account, noting that the target was a self-imposed, aspirational target and in line with Brighton and Hove’s targets too, but should this not be achievable, the risk would be reputational.

With reference to the recommendations and comments made within the various Committee Reports as recorded earlier, noting that assurance had been provided to each Committee in respect of the key risks for which they had responsibility, the new Risk Register was approved by Corporation.

**ACTION: SLT**

**l) Anti Bribery Policy**

**m) Freedom of information**

**n) All Committee Terms of Reference**

**Q & C Committee**

**Resources Committee and Premises Group**

**Audit Committee**

**Search and Governance Committee (incorporating the Emergency Governance Committee (EGC) responsibilities).**

The Corporation agreed that following the incorporation of the key responsibilities within the S & G Committee terms of reference, the EGC would be disbanded with immediate effect.

**SECTION 7: OTHER MATTERS**

**7.1 – Any Other Business**

The Corporation was informed about discussions between the Local Authority and primary and secondary schools regarding proposals to establish federations, in light of the decreasing demographics and many schools having deficit budgets, owing to ongoing funding and financial pressures

To date, the local independent Sixth Form Colleges have not been kept informed about these proposals and the information has been acquired following the discussions held at a Sussex Chairs’ meeting. However, it was noted that the Local Authority representative will be presenting on this subject next week at a meeting for Chairs to which the BHASVIC Chair/s have been invited.

It was also noted that there may be opportunities to re-visit academisation options in due course, particularly in circumstances which make this more attractive to some schools, than federation.

In response to a question from Governors regarding the declining demographics and the knock-on effect upon the College over time, account was also taken of the fact that BHASVIC has a wide catchment area, not confined to Brighton and Hove, unlike the local Schools, which may alleviate the impact on numbers.

SLT agreed to provide an update to Governors at the next Corporation Meeting. **ACTION: William Baldwin**

**7.2 – Date of Next Meeting:** To be confirmed, noting draft schedule of meeting dates for the next academic year, which had been circulated with the meeting papers.

**SECTION 8: Confidential Business**

**8.1 – Confidential Minutes and Papers**

**a) Corporation Minutes 27<sup>th</sup> March 2024**

The draft minutes were approved and the Chair authorised to sign these. **ACTION: Chair/LEP**

**b) COMMITTEES:**

i) **Search and Governance Committee 4/07/2024– to follow**

**8.2 Matters Arising – none.**

**8.3 Any Other Business (Confidential) – None.**

**Meeting closed: 8.00 p.m.**

Chair .....

Date .....