



Minutes of a meeting of the Corporation held in the College on 6 July 2022 at 1730 hrs.

<b>Present</b>	Alex Adranghi	Steven Blackshaw (Chair)	Martin Buck	Sian Cooke
	James Cross	Michael Desmond	Mannat Malhi	Adeshola Onakoya
	Alessia Podaru	Kevin Watson (Principal)	Alison Wong	
<b>In Attendance</b>	Adrian Cottrell (VP(F&R))	Ralph Devereux (Clerk)	Mohanned Khabbazeh (VP(C&Q))	
<b>Apologies</b>	Vicky Maskell	Adam O'Brien	Kishan Pithia (VP(SS))	

**PART ONE**

**46/22 ELIGIBILITY, QUORUM, DECLARATION OF INTERESTS AND APOLOGIES**

The apologies were accepted. No notice had been received of any member becoming ineligible to hold office, the meeting was quorate and no interests were declared.

**The information was received.**

**47/22 MINUTES OF AND ACTIONS FROM THE LAST MEETING**

a. The minutes of the last meeting (16.03.23) were confirmed for electronic signature. **(Action 1)**

b. Actions from the last meetings had been completed.

		resp	date
	See referenced minute for full detail.		
<b>Action 1</b>	34/22a. Minutes (08.12.22, 24.01.23 & 03.02.23) confirmed.	<b>Clerk</b>	<b>Complete</b>
<b>Action 2</b>	37/22. Pay settlement confirmed for all SPH.	<b>Chair</b>	
<b>Action 3</b>	38/22. Covid issues removed from Agenda "Standing Items"	<b>Clerk</b>	
<b>Action 4</b>	39/22a. FGP delegated to arrange DfE/EFSA loan repayments.	<b>Chair</b>	
<b>Action 5</b>	41/22. All Policies approved for implementation.	<b>VPFR</b>	
<b>Action 6</b>	41/22. Updated Behaviour Policy to next meeting.	<b>Clerk</b>	
<b>Action 7</b>	42/22a. MD re-appointed to Corporation.	<b>Clerk</b>	
<b>Action 8</b>	42/22b. Regulatory documents approved.	<b>Chair</b>	
<b>Action 9</b>	42/22c. Committee membership confirmed.		

c. There was no urgent business requested.

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**48/22 COMMITTEES**

Minutes of Committee meetings since the Corporation had last met had been electronically circulated to all Members, each was then explained:

a. Finance & General Purposes (FGP). (19.04.23) & (14.06.23(unconfirmed)). The Committee focus remained on tight budgetary control, catering which was looking healthier for 2023/24 and the IT arrangements, an important and high expenditure area, had been considered at length (49/22 refers); close scrutiny, particularly around the (nominally "fixed") fees, would continue in the coming year.

b. Standards Committee (StC). Meetings (30.03.23) (20.04.23) (25.05.23) & (27.06.23 (unconfirmed)). Personal exchanges with Middle Leaders continued with particular attention on Teaching and Learning (T&L) and improvements in teachers' individual professional

development, steady progress was apparent however, support for the Study Award programme varied considerably. An excellent valuation framework had recently been established and would inform departmental self-evaluation in the coming year.

- c. Audit Committee. (AC). The AC had not meet since the last Corporation meeting; the Internal Audit Service (IAS) fieldwork was progressing and a meeting would be held early in the coming year.

**The information was received.**

**49/22 PRINCIPAL'S REPORT**

The Report updated on current matters, which were explained by the Principal. Particular consideration was given to:

- a. Staffing re-organisation. The staffing re-alignment to meet the requirements for a c1100 student cohort and the consequent budgetary saving of £800k had now been completed. The process had been successful, despite the inevitable regret over departure of close and valued colleagues (c13/14fte) all of whom had left by choice, there had been no compulsory redundancies. Individual Senior Management Team (SMT) responsibilities re-aligned to reflect these changes and detailed in the accompanying document were noted. Members unanimously agreed that the process had been extremely well managed and the outcome had been just as hoped for. However, there was no doubt that the reductions and changes represented increased workload for all and that would inform future plans.
- b. Ofsted. The meeting was reminded that an Ofsted inspection was certain before the end of the 2024/25 academic year.
- c. Newham Sixth Form College (NewVic). NewVic was currently completing a FE sponsored Structure and Prospects Appraisal (SPA) and had invited Expressions of Interest (EoI) from potential partners; B6 had been one of the 16 submissions but had not been included in the 4 that were chosen to progress. The NewVic Corporation intend to consider the position after examination results and the enrolment position for the coming year are available. The position between management and the unions remains unchanged.
- d. College Success. The recent Sixth Form College Association (SFCA) conference had considered B6 College entry for an award; the entry explaining the "Back on Track" (BoT) programme, particularly the associated benefit to those whose first choice provider had not been successful, had been awarded first place - a true testament to the teachers who had managed the associated disruptions so professionally and to the essence of the B6 overriding emphasis on student choice. The male football first team had finished the season at the top (by 12 points ahead of New City College) of the English Colleges Football Association (EFCA) London men's league B - the first time that B6 has won a football trophy. Members recorded congratulations to all concerned in both superb achievements. **(Action 2)**
- e. Future Status. The stated strategy is to remain a standalone, autonomous entity, however as fully discussed and agreed by the Corporation at the May awayday, the Chair and Principal were continuing their informal exchanges with the 4 possible collaborations to explore whether there was a basis for continuing; all options were included, ranging from joining an existing Trust to an informal administrative support sharing arrangement with a distant college. This policy had been clearly explained to all staff at the end-of-year debrief exchange meeting. It was re-iterated that these exchanges were preliminary with no commitment and that any emerging proposals would be brought to the Corporation for consideration as soon as they became apparent. **(Action 3)** In response to a request it was agreed to update members, between meetings, on progress **(Action 4)** and it was confirmed that any proposals would be fully examined in a written submission in advance of consideration. **(Action 5)**
- f. Boxing Academy. It had now been decided to demolish the building, formerly the college gym, and to construct a bespoke Boxing Academy. If agreed demolition work would start in Mach 2024 and the academy would open for business for academic year 2025/25.

**The information was received.  
Actions had been identified. (Register 57/22 below)**

## **50/22 FINANCE REPORT**

a. Report. Implications of the refinancing arrangements (replacement of the Bank overdraft with Department for Education (DfE) £300k loan) had been considered at the last meeting and also by the FGP Committee (32/22) and these were now updated. The main points were clearly listed in the accompanying paper and were discussed, together with the practical problems that arose from the suggested arrangements, particularly limitations with using the capital grants, which were included in the cashflow; this had prompted an appeal and a request for a loan of £600k. A subsequent meeting with the DfE Barclays Bank and the College, which had resulted in two options, which were discussed, these included the seeking consent for a commercial overdraft of £500k effective to the 31 August 2023 and a revised request had been submitted. The DfE had suggested an alternative - a loan of a 5-year loan of £300k with a 2-year payment "holiday" a less desirable option; a complex Heads of Terms document had been attached and was explained. Further discussions included confirmation that the going concern status would not be prejudiced and there were possible limitations on future capital expenditure. The DfE decision was expected on 12 July 2023. A full consideration of these options resulted in 4 requested Resolutions:

- (i) an increase in the Barclays Bank overdraft to £500k to 31 August 2023 when the facility will be terminated;
- (ii) a new DfE loan not to exceed £500k for a period of between 3 – 5 years;
- (iii) the Corporation Chair and the Principal review, approve and sign to ensuing DfE and Barclays agreements as necessary to enable the DfE loan to be set up; and
- (iv) the VP(F&R) and the Principal be authorised to sign any drawdown requests.

All were approved wie **(Action 6)** and Members would be promptly updated on developments. The cashflow forecast (assuming a DfE loan of £300k for 3 years) was included in the accompanying document and was considered and discussed. Flexibility was available with timing of capital expenditure and implications were explained and discussed. Close focus on improving the cash position would remain a priority. A new 3-year insurance arrangement, including 2 further one year extensions would be effective from August, The necessary tendering process had been completed through the Crescent Purchasing Consortium (CPC) and the agency "FE Protect" had been successful at an annual fee of £43,696 (current fee ££46,113); the scope of cover was detailed in the paper and was noted. The overall Procurement position was noted. Catering was considered and the aim to break even in the coming year was explained as achievable.

- b. Management Accounts. The financial report referencing the May position (R10) was then considered. The accounts, were adverse c(£358k) to the budgeted deficit at c(£161k); the annual outturn forecast (including exceptional items) was a deficit of c(£142k); the EBITDA was also unfavourable at c(£150k). Contributing to the increased deficit were: the ESFA had disallowed the capacity and delivery grant (£38k); termination of the Greater London Authority (GLA) sub-contract agreement and the Microsoft Licensing fees. Positive numbers were also noted. Key Performance Indicators (KPI) were considered and noted; the financial health assessment, was "Requires Improvement" (RI) with a Financial Health Score of 140, -3.50 cash days and a current ratio of .44; the cash flow forecast (CFF) remained within the overdraft headroom. The Accounts had been recommended by the FGP Committee and were received and approved.
- c. Draft Budget 2023/24 and College Financial Forecasting Return (CFFR). The FGP Committee draft budget had recommended the budget 2023/24 and financial Plan for approval (FGP 52/22); that was accepted and the budget was approved. **(Action 7)** The CFFR had been prepared to Education and Skills Agency (ESFA) requirements and the detail was supplemented by a briefing, including the background and planning assumptions. The numbers were arranged around a £27k surplus for 2023/24, resulting in a financial

health rating of "Good". The ESFA submission deadline was 31 July and the CFFR was approved. **(Action 8)**

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**51/22 RISK MANAGEMENT**

The attached full Register was a "live document" specifically to facilitate speedy response to changing situations. Changes from former versions were clearly explained and discussed and highlighted in blue typeface. It was agreed that the risk information would continue to be regularly scrutinised by the Corporation. The attached full register was reviewed with particular regard to Risk 12 (IT) and agreed. **(Action 9)**

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**52/22 ANNUAL REPORTS & POLICIES**

There was one Annual Report (Safeguarding) on the agenda and 5 Policies for consideration

a. Safeguarding Annual Report. The VP(SS) had planned to present the Safeguarding Annual Report to this meeting but he was on sick leave at present. The StC had considered the draft report on 20 April 2023 (minute 64/22 refers) and it was agreed to defer consideration of the final version until the next Corporation meeting **(Action 10)**

b. Policies:

- (i) Safeguarding.
- (ii) Admissions;
- (iii) Behaviour;
- (iv) Drugs and Alcohol; and
- (v) Careers Education, Information, Advice and Guidance (CEIAG).

These Policies had not been scrutinised by a Committee as was best practice and it was not practical for the Corporation to consider them at this meeting. Members were asked to consider them out of the meeting and to submit comments to the VP(FR) before the start of next term for consideration. **(Action 11)**. Additionally, the VP(FR) was to suggest individual Policies to the appropriate Committee and then to circulate the amended Schedule to Members; all were invited to indicate any that were of personal interest so that they could be included in future considerations. **(Action 12)**

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**53/22 ACCOUNTABILITY AGREEMENT (AA)**

The accountability agreement is the outcome of funding and accountability reforms. The agreement sets out the expectations of the Corporation and the responsibilities of the various stakeholders. It is a key document in the governance framework and will be used to monitor and evaluate the performance of the Corporation. The agreement will be reviewed annually and updated as necessary. **(Action 13)**

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**54/22 GOVERNANCE**

There were 2 items for consideration:

- a. Meeting Schedule 2023/24. The draft meeting schedule for the coming year was discussed and it was agreed that the:
  - (i) September Corporation meeting would move to 5 October; and
  - (ii) December Corporation meeting would move to 14 December. **(Action 14)**

It was also agreed that the strategic planning days would be deconflicted from planned SFCA events. **(Action 15)** The workload on the SMT had been considered earlier in the meeting and accordingly, the frequency of the StC meetings would be discussed between the Corporation and Committee Chairs. **(Action 16)**

- b. Members ends of terms. Adeshola Onakoya and Adam O'Brien had reached the end of their respective terms and an election would be initiated as early as possible in the next term; both had indicated that they would seek re-election. **(Action 16)**

**The information was received.**

**Actions had been identified. (Register 57/22 below)**

**55/22 URGENT BUSINESS**

There had been no urgent business agreed.

**56/22 DATE OF NEXT MEETING**

The next meeting would be held at 1730 on 5 October 2023.

**57/22 ACTION REGISTER**

See referenced minute for full action.		Resp	Date
<b>Action 1</b>	47/22. Last minutes (16.03.23) confirmed for signature.	Clerk	wie
<b>Action 2</b>	49/22d. Congratulations recorded for achievements.		
<b>Action 3</b>	49/22e. Members to be consulted pre-continuance.	Chair	
<b>Action 4</b>	49/22e. Members to received regular updates.		
<b>Action 5</b>	49/22e. Full written analysis to inform considerations.		
<b>Action 6</b>	50/22a. Resolutions taken as listed.	VPFR	
<b>Action 7</b>	50/22c. Budget 2023/24 approved.		
<b>Action 8</b>	50/22c. CFFR approved for submission.		
<b>Action 9</b>	51/22. Risk Register agreed.		
<b>Action 10</b>	52/22a. Annual Safeguarding Repost tbc at next meeting.	VPSS	
<b>Action 11</b>	52/22b. Members to consider Policies and comment to VPFR	All	05.09.23
<b>Action 12</b>	52/22b. Members to indicate interest in Policies to VPFR.		
<b>Action 13</b>	53/22. AA approved for submission.	Chair	wie
<b>Action 14</b>	54/22a. Draft meeting schedule 2023.24 amended/approved.		
<b>Action 15</b>	54/22a. Deconflict awaydays from SFCA meetings.	Clerk	
<b>Action 16</b>	54/22a. Frequency of StC meetings tbc.	Chair	
<b>Action 17</b>	54/22b. Staff Member election tbh early next term	Clerk	