



## THE CORPORATION OF WALTHAM FOREST COLLEGE

10 JULY 2018

The meeting of the Corporation of Waltham Forest College will be held on Tuesday 10 July 2018 in **Room 208**, Waltham Forest College, Forest Road commencing at **19:00**.

3 July 2018

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### AGENDA

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATION OF INTERESTS**

*Governors are asked to make known if they have any interests to declare given the issues included on this agenda.*

3. **MINUTES OF THE MEETINGS OF THE CORPORATION HELD ON 22 MAY**

*The Corporation is asked to agree the accuracy of the minutes so that they may be signed by the Chair as a correct record.*

4. **MATTERS ARISING FROM THE MINUTES WHICH ARE NOT THE SUBJECT OF SEPARATE REPORTS**

### ITEMS FOR DISCUSSION AND/OR APPROVAL

*Members are reminded that they are also invited to raise any issues **in advance** of the meeting on points of query with the authors of the agenda's reports.*

5. **PRINCIPAL'S REPORT**

*The Corporation is asked to receive and consider the Principal's Report including a presentation from Stella Fleming (Assistant Principal Learning & Quality) and Aylin Ersin (Curriculum Manager ESOL) on Looked After Children (LAC).*

6. **STRATEGIC PLAN 2019-2022**

*The Corporation is asked to receive an update on the College Strategic Plan 2019-2022.*

7. **QUALITY IMPROVEMENT POLICY AND QUALITY IMPROVEMENT STRATEGY 2018-19**

*The Corporation is asked to consider and approve the Quality Improvement Policy and Quality Improvement Strategy for 2018-19.*



8. **INCOME AND EXPENDITURE 2017-18 – MONTHLY MANAGEMENT ACCOUNTS FOR 31 MAY 2018**  
*The Corporation is asked to receive and consider the Monthly Management Accounts for 31 May 2018.*
9. **INCOME AND EXPENDITURE BUDGET 2018-19**  
*The Corporation is asked to consider and approve the Income and Expenditure Budget for 2018-19.*
10. **THREE YEAR FINANCIAL FORECAST 2018-2021**  
*The Corporation is asked to consider and approve the Three Year Financial Forecast 2018-19 to 2020-21.*
11. **AUDIT COMMITTEE MEETING – 21 JUNE 2018**  
*The Corporation is asked to receive an update from the Audit Committee meeting held on 21 June 2018.*
  - 11.1 **RE - APPOINTMENT OF AUDIT SERVICES FOR 2018-19**  
*The Corporation is asked to approve the re-appointment of the Internal Audit Service (Scrutton Bland), and the Financial Statements auditors (Grant Thornton) for a further 12 months.*
  - 11.2 **INTERNAL AUDIT PLAN 2018-19**  
*The Corporation is asked to receive and approve the Internal Audit Plan for 2018-19 as presented and considered by the Audit Committee at its meeting held on 21 June 2018.*
12. **HEALTH & SAFETY POLICY**  
*The Corporation is asked to consider and approve the College Health and Safety Policy.*
13. **GOVERNANCE ISSUES**  
*The Corporation is asked to receive and consider an update on a number of governance issues.*
14. **REPORT FROM REMUNERATION COMMITTEE MEETING – 10 JULY 2018**  
*The Corporation is asked to receive a verbal update from the Remuneration Committee meeting held on 10 July 2018.*
15. **ANY OTHER ITEMS OF URGENT BUSINESS**  
*Items must be notified and agreed by the Chair in advance of the meeting.*
16. **THANK YOU TO GOVERNORS WHO WILL COME TO THE END OF THEIR TERM OF OFFICE ON 31 JULY 2018 AND ALSO TO RECEIVE ONE RESIGNATION**
  - 17.1 **END OF TERM OF OFFICE AS AT 31 JULY 2018**  
Terry Wheeler (Governor), Terri Stacey – White (Student Governor), Anxela Sejdini (Student Governor)
  - 17.2 **GOVERNOR RESIGNATION**  
Jacqueline Sheehy (Governor) resignation