



13 DECEMBER 2022

The meeting of the Corporation of Waltham Forest College will be held on TUESDAY 13 December 2022 in the Room 208, Waltham Forest College, Forest Road commencing at 17:30.

6 December 2022

AGENDA

1. **WELCOME AND 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 11 OCTOBER 2022** (enclosure) **PB**
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

5. **PRINCIPAL'S COLLEGE REPORT** (enclosure) **JG**
The Corporation is asked to receive and consider the Principal's report.
6. **FINANCIAL STATEMENTS 2021-22** (enclosure) **AR-T**
The Corporation is asked to receive, consider and approve the draft Financial Statements Report, draft Management Letter, Regularity Audit, Regularity Audit Self-Assessment Questionnaire 2021-22 (SARQ), Key Findings and Letter of Representation prepared by the Financial Statements Auditors (McIntyre Hudson) for 2021-22.
7. **COLLEGE SELF-ASSESSMENT REPORT – SAR – 2021/22 AND QIP 22 /23** (enclosure) **AM/HR**
The Corporation is asked to consider and approve the College Self- Assessment Report 2021/22.
8. **FINANCE AND RESOURCES COMMITTEE**
 - 8.1 Draft Minutes of the Meeting on 10 November 2022 (enclosure) **YA**
 - 8.2 Income and Expenditure 2021-22 – Monthly Management Accounts For 31 October 2022 (enclosure) **AR-T**
9. **CURRICULUM AND QUALITY COMMITTEE**
 - 9.1 Draft Minutes of the Meeting on 22 November 2022 (enclosure) **AM**
 - 9.2 Quality Strategy (Policy and Quality Assurance and TLA framework) (enclosure) **AM/JM**
 - 9.3 Curriculum and Quality Report (enclosure) **AM/HR**



10. AUDIT AND RISK COMMITTEE

- 10.1 Draft Minutes of the Meeting on 1 December 2022 (enclosure) **ME**
- 10.2 Internal Audit Plan 2022-23 – Updated (enclosure) **ME/AR-T**
- 10.3 Internal Audit Annual Report 2021-22 (enclosure) **ME/AR-T**
- 10.4 Annual Report of The Audit and Risk Committee 2021-22 (enclosure) **NS**

11. COLLEGE RISK MANAGEMENT

- The Corporation is asked to receive and consider the College Risk Register* (enclosure) **AR-T**

12. SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE

- 12.1 Draft Minutes of the Meeting on 29 November 2022 (Part 1) (enclosure) **YA**
- 12.2 Appointment of Independent member to the Audit and Risk Committee (enclosure) **YA**
- 12.3 Governance Action Plan for approval and Final Annual Governance Report for information (enclosure) **NS**

13. ANY OTHER ITEMS OF URGENT BUSINESS

(verbal) **PB**

14. CORPORATION MEMBERS - REFLECTIONS ON MEETING

(verbal) **PB**

15. DATE OF NEXT MEETINGS:

- Strategy Day – Saturday 4th March 2023**
Corporation – Tuesday 21 March 2023
Corporation – Tuesday 11 July 2023



Part 2

16. SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE

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| 16.1 | Draft Minutes of the Meeting on 29 November 2022 (Part 2) | (enclosure) YA/PB |
| 16.2 | Annual Report on Senior Post Holders' Remuneration 2021/22 | (enclosure) NS |