

# Waltham Forest College



THE CORPORATION OF WALTHAM FOREST COLLEGE

14 DECEMBER 2021

The meeting of the Corporation of Waltham Forest College will be held on  
**TUESDAY 14 December 2021 Via TEAMS at 18:00**

7 December 2021

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## 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 28 SEPTEMBER 2021** (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

*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 COLLEGE REPORT** (enclosure) **JG**  
The Corporation is asked to receive and consider the Principal's report.
6. **FINANCIAL STATEMENTS 2020-21** (enclosure) **ART**  
The Corporation is asked to receive and consider the following reports and documents prepared by the Financial Statements Auditors 2020-21:
  - 6.1 The Financial Statements for 2020-21 and the Audit Findings Report
  - 6.2 The Regularity Audit Report
  - 6.3 The Letter of Representation for approval
7. **FINANCE AND RESOURCES COMMITTEE**
  - 7.1 Draft Minutes of the Meeting on 11 November 2021 (enclosure) **YA**
  - 7.2 Income and Expenditure 2020-21 – Monthly Management Accounts For 31 October 2021 (enclosure) **AR-T**
8. **COLLEGE SELF-ASSESSMENT REPORT – SAR – 2020/21 AND QIP 21 /22** (enclosure) **HR**  
The Corporation is asked to consider and approve the College Self- Assessment Report 2020/21.



- 9. CURRICULUM AND QUALITY COMMITTEE**
- 9.1 Draft Minutes of the Meeting on 25 November 2021 (enclosure) **AM**
- 9.2 Curriculum and Quality Report (enclosure) **HR**
- 10. REVIEW OF SAFEGUARDING/PREVENT POLICY** (enclosure) **AA**
- 11. AUDIT AND RISK COMMITTEE**
- 11.1 Draft Minutes of the Meeting on 2 December 2021 (enclosure) **RN**
- 11.2 Internal Audit Annual Report 2020-21 (enclosure) **ART**  
The Corporation is asked to receive and consider the Internal Audit Annual Report for 2020-21 (enclosure) **NS**
- 11.3 Annual Report of The Audit and Risk Committee 2020-21  
The Corporation is asked to receive and approve the Audit and Risk Committee Annual Report for 2020-21.
- 12. COLLEGE RISK MANAGEMENT**
- 12.1 Risk Management Annual Report (enclosure) **AR-T**  
The Corporation is asked to receive and consider the Annual Report on Risk Management for 2020-21 (enclosure) **AR-T**
- 12.2 Draft Risk Strategy (enclosure) **AR-T**  
The Corporation is asked to receive and approve the Draft Risk Strategy (enclosure) **AR-T**
- 12.3 College Risk Register. (enclosure) **AR-T**  
*The Corporation is asked to receive and consider the College Risk Register*
- 13. SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE**
- 13.1 Draft Minutes of the Meeting on 30 November 2021 (Part 1) (enclosure) **YA**
- 13.2 Search and Governance Report: (enclosure) **NS**  
Re-appointment of Governor  
Appointment of Health & Safety Champion  
Revised Code of Good Governance  
Progress Against the Board Review Action Plan  
Governor Training and Attendance At Events
- 14. ANY OTHER ITEMS OF URGENT BUSINESS** (verbal) **PB**
- 15. CORPORATION MEMBERS - REFLECTIONS ON MEETING** (verbal) **PB**
- 16. DATE OF NEXT MEETINGS:**  
**Board Festive Dinner – January 2022 TBC**  
**Strategy Day – Saturday 5th March 2022**  
**Corporation – Tuesday 22 March 2022**