

HARLOW COLLEGE FURTHER EDUCATION CORPORATION

CORPORATION MEETING

Minutes of the virtual meeting held on Zoom – Thursday 20 October 2020 - 9.30am

Membership:	* Paul Taylor (Chair)	* Rod Bristow	* Lily Lin
	* Sotirios Adamopoulos	* Chris Chatt	* Peace Oduware
	Paul Bartlett	Anthony Durcan	* Eva Scott
	* Julian Bedford	* Eddie Johnson	* Brian Spencer
	Jon Bouffler	* Liz Laycock	* Karen Spencer
	Jo Breen	* Ray Levy	* Gail Wootton

* denotes present

In attendance: Will Allanson, Deputy Principal
Paul Whitehead, Vice-Principal
Becky Jones, Vice-Principal
Deanne Morgan, Executive Director – Finance and Facilities
Ruth Lucas, Head of Governance

1 Apologies for absence

Apologies for absence were received and accepted from Jo Breen and Paul Bartlett, both due to work commitments, and from Jon Bouffler, due to being on holiday. No apologies were received from Anthony Durcan.

Paul Taylor, on behalf of the Corporation, welcomed Peace Oduware and Eva Scott to their first Corporation meeting as Student Governors.

Paul Taylor, on behalf of the Corporation, congratulated Karen Spencer on receiving an MBE in the Queen's Birthday Honours List for services to Education and Aviation.

2 Declaration of Interests

E Johnson declared that he is an Essex County Councillor.

3 Minutes of the Previous Meeting

The minutes of the meeting held on 09 July 2020 were approved by the Corporation as a true and accurate record of the meeting and were signed remotely by the Chair.

4 Matters Arising from the Minutes

4.1 Update from the Coronavirus Governance and Leadership Group (minute 2245 – Principal's update refers)

Paul Taylor provided the Corporation with an update on the Coronavirus Governance and Leadership Group meetings, attended by the Chair, Vice-Chairs, Principal and Head of Governance. The meetings, held weekly, have covered issues such as changes to the curriculum, campus and how the College is delivering its offer due to COVID-19, the number of reported cases and the

number of students and staff self-isolating, risk assessments and reviewing processes that have been implemented. Paul Taylor reported that the campus and implemented processes and policies are working well and there is nothing significant to report back to the Corporation at present.

Karen Spencer reported to the Corporation that the College has taken a different approach to local primary and secondary schools, with smaller bubbles having been created. As of 21 October 2020, the College had six suspected cases of COVID-19, with five confirmed cases. Thirty have been asked to self-isolate however twelve of these cases are due to contact with confirmed or suspected cases outside of College. These figures show that the College is managing well in comparison to other schools and colleges in the area, many of which are reporting difficulties due to high levels of staff absence.

4.2 Governor Safeguarding and Prevent Training (minutes 2232 – Safeguarding and Prevent Training for Governors and 2240.1 – Matters Arising refer)

Paul Taylor reminded Governors to complete the mandatory Safeguarding and Prevent Training and to provide Ruth Lucas with the certificates once the training has been completed.

Ruth Lucas agreed to recirculate the link to all Governors.

4.3 Human Resources COVID-19 Update (minute 2246 refers)

A follow up report will form part of the HR Annual Report which will be presented to the Resources Committee at its meeting in December 2020.

5 Election of the Chair and Vice-Chairs of Harlow College Further Education Corporation

The Corporation was reminded that Ruth Lucas had emailed asking for nominations for the positions of Chair and Vice-Chairs of Harlow College Further Education Corporation.

One nomination from Liz Laycock had been received for the position of Chair. Paul Taylor proposed Liz Laycock be appointed as Chair and this was seconded by Sotirios Adamopoulos. The Corporation unanimously agreed to appoint Liz Laycock as Chair of Harlow College Further Education Corporation for a period of two years, up until the first Corporation meeting of the 2022 – 2023 academic year.

Two nominations from Ray Levy and Lily Lin had been received for the two positions of Vice-Chair. Karen Spencer proposed Ray Levy be appointed as a Vice-Chair and this was seconded by Liz Laycock. Eddie Johnson proposed Lily Lin be appointed as a Vice-Chair and this was seconded by Brian Spencer. The Corporation unanimously agreed to appoint Ray Levy and Lily Lin as Vice-Chairs of Harlow College Further Education Corporation for a period of two years, up until the first Corporation meeting of the 2022 – 2023 academic year.

Paul Taylor thanked the Corporation for their support over the years during his time as Chair of the Corporation. Liz Laycock thanked Paul Taylor for his sterling work as

Chair and reported that she was looking forward to taking on the role of Chair, with the backing of such as strong Board.

Liz Laycock took the chair from this point in the meeting.

Liz Laycock reported that now was a good time to review the membership of the Corporation's Committees. Ruth Lucas agreed to email Governors asking them if they were willing to stay on their current Committee or if they wish to change Committee, as well as asking the Chair of Committees if they would like to continue in this role.

6 Finance and Recruitment

6.1 Predicted Financial Outturn 1 August 2019 – 31 July 2020

The Corporation received and considered the report on the predicted financial outturn 1 August 2019 – 31 July 2020, presented by Deanne Morgan, Executive Director – Finance and Facilities.

Deanne Morgan informed the Corporation that this report provides Governors with an outline draft financial position which is subject to movement and verification by the external audit which is currently taking place.

The forecast surplus is £8m against a budget of £7m due to the valuation of the ARU building being higher than anticipated. This value needs to be verified by the auditors and Governors were reminded that the surplus is a non-cash surplus.

There is likely to be some clawback of the AEB funding however the exact amount is not currently known. There has been uncertainty with this budget line due to the impact of COVID-19. Paul Whitehead reported that the ESFA had initially confirmed that the full allocation of AEB funding will be paid to colleges however there was a U-turn and a tolerance of 68% of contract value has been set. Currently the College is reporting 67% delivery therefore the College could be subject to a 1% clawback. This will be determined by the final funding claim which is being submitted to the ESFA at the end of October 2020 and Governors were informed that the clawback has been included in the provisional outturn.

Project income has exceeded the target.

Staff costs are slightly higher than the budget however non-pay costs are lower than budgeted largely due to the closure of the campus in the Summer Term.

Pension costs continue to be a challenge for the sector. The discount rate has fallen and this has had an impact on the value of the pension fund. The scheme is due to be reviewed in under three years and more fluctuation could be seen. Governors were reminded that this is a non-cash balance.

Paul Taylor reported that pension costs has been an on-going issue for a number of years and asked if colleges are put back on the public balance sheet whether this would have an impact on the pension scheme. Karen Spencer reported that the decision about the public balance sheet lies with the ONS and Deanne

Morgan reported that the LGPS would be like the TPS being subject to increases however no big movement would be expected.

The College's cash position is good with over £300k generated for investment in capital projects.

The Corporation was reminded that the loans due to mature in May 2021 are classed as a short-term liability in the accounts. The College, however, has had exploratory discussions with the bank about refinancing these loans. The Corporation noted that it has adequate resources to be classed as a going concern.

It is anticipated that the College's financial health will be classed as good and both bank covenants will be met.

The Corporation noted the report on the predicted financial outturn for 1 August 20189– 31 July 2020.

6.2 Sketch Management Accounts for 1 August 2020 – 30 September 2020

The Corporation received and considered the sketch management accounts for the period 1 August 2020 – 30 September 2020, presented by Deanne Morgan, Executive Director – Finance and Facilities.

Deanne Morgan highlighted the budget lines and the pension budget which is of concern. If the pension fund does not perform well there could be an impact on the College's year-end surplus.

Staff and non-pay costs are on target.

The College has received £1m in FE capital funding which is on the balance sheet and needs to be spent by 31 March 2021.

The cashflow was highlighted which includes the T-Levels capital match funding. Governors noted that there has been no update from the bank since the exploratory discussions that were held with regards to the refinancing of the loans in May 2021 and where there appears to be a steep drop in the borrowing on the cashflow graph, this will not actually be the case, as a new borrowing facility will be agreed with the bank therefore borrowing will increase again. Governors noted that there are no new leases or facilities to report at present.

The bank covenants for the next four quarters are forecast to be met and the financial health rating is on track to be good at year-end.

Deanne Morgan reported that the College is careful with its cash expenditure and is not spending more cash than it has.

Karen Spencer reported that the biggest concern most colleges currently have with finances is moving into the next financial year.

The Corporation noted the sketch management accounts for the period 1 August 2020 – 30 September 2020.

6.3 Recruitment of Learners - Enrolment Report 2020/21

The Corporation received and considered the Recruitment of Learners – Enrolment Report 2020/21, presented by Paul Whitehead, Vice-Principal.

Paul Whitehead reported that each recruitment target has been RAG rated to give Governors an overall picture of where the College currently stands for each target.

16 – 18 learner responsive is on track and the funding has increased due to an increase in the base rate from £4,000 to £4,188 per learner.

The apprenticeship funding target has been set to a level below previous years due to having lower start numbers however this was predicted in the financial plan. It is anticipated that the majority of income will be achieved through carry-in funding from previous years. The target set is achievable and realistic and the funding is paid on actual delivery, therefore if the College does not earn the funding, it will not receive it.

The AEB target is significantly below the allocation and there has been minimal delivery to date in the first term. The College needs to recruit these learners to earn the funding and has plans in place to earn it. This is the area of biggest risk for the College and will be a big focus in the coming months.

Learners have been recruited for higher education and advanced learner loans. There are some nuances with how the advanced learner loans are funded and the College is working its way through these. Recruitment of both budget lines are slightly below target however the income for these lines as a percentage of the College's overall income is low.

High needs funding has increased and the Local Authority's funding is in the process of being finalised.

Liz Laycock asked about the Prime Minister's announcement regarding FE and adult learning. Karen Spencer reported that the National Skills Funding will be implemented from April 2021, providing a Level 3 entitlement for adults to retrain, however it could be that a more module-based approach would be a better solution as adults may not want to undertake two year qualifications.

Julian Bedford reported that if apprenticeship levels are currently low, there will be an impact in future years. Paul Whitehead reported that the College is developing a plan for those who have lost their jobs and that the College's apprentices all have varying situations, with some more impacted than others. It was acknowledged that this risk will however continue for some time to come. Karen Spencer reported that there are protections in place for those on apprenticeships which will go into legislation, allowing those that are being made redundant to be kept as employed and finish their studies with the College. Liz Laycock asked if the new legislation would affect end dates and end point assessment. Karen Spencer reported that there is some flexibility with end dates and achievement is not being measured in the same way. The College is working through this methodically to support as many learners as possible. Paul

Whitehead further reported that the College still needs to put in resources for learners from last year however the funding for this is not there.

Rod Bristow reported that there is a good opportunity for College and for adult learning and asked what key messages the College would like him to report back to Alison Wolf and Jennifer Coupeland.

Karen Spencer reported that something responsive is needed. Colleges currently have to tender for any new funding which can take in excess of six months and it would be better for the Register of Providers to be used rather than a tender process.

Karen Spencer further reported that there has been a push, over time, to synoptic, end point, linear assessment which in the current context and climate, is not a good model. A credit-based system which counts towards an overall framework would be more fit-for-purpose, allowing adults to access flexible modules of qualifications.

Karen Spencer also reported that the move to end point assessment for apprenticeships has been a dis-service as it is not possible to switch the apprentice to a full or part-time qualification if they lose their job.

Karen Spencer also highlighted the relationships with those who validates degrees. Adults are looking to study higher education part time and the funding system needs to follow this. Becky Jones highlighted that those adults looking to enter at Level 4 or 5 need to have the ability to access maintenance loans as they are having to work to support themselves through these qualifications. Karen Spencer further highlighted that the education and benefits system do not work together currently.

Rod Bristow thanked Karen Spencer for the information which will be fed back to Alison Wolf and Jennifer Coupeland.

The Corporation noted the Recruitment of Learners – Enrolment Report 2020/21.

7 Quality and Curriculum Update

The Corporation received and considered the Quality and Curriculum Update, presented by Becky Jones, Vice-Principal.

Becky Jones thanked all staff for their hard work in getting students through grading and assessment in the Summer Term and the Corporation repeated this thanks.

Quality Improvement:

Becky Jones informed Governors that QIP processes are continuing, along with self-assessment reviews and health-checks for all teams. The College-wide QIP for 2019/2020 contained 22 key actions, 19 of which have been completed and the remaining three will be carried forward to this year's QIP. All delivery teams have reviewed their previous year and set actions for this year and all service teams, bar one, have also completed these processes.

The College has made good progress with completion of KPIs and those not completed were due to COVID-19.

Becky Jones highlighted the data tables contained within the report and reported that there has been a substantial improvement in English and maths GCSE results. Karen Spencer reported that the College had developed a realistic model for centre assessed grades, therefore there was very little movement with moderated grades and thanked Becky Jones and Paul Whitehead for their work on this.

Becky Jones reported that functional skills English and maths provided a particular challenge as evidence was required for centre assessed grades and where the evidence was not there, students were given a fail grade as the only grades available are pass and fail. Liz Laycock highlighted that this seemed unfair for these students and asked what arrangements were for these to be re-done. Becky Jones reported that students will be given the opportunity to re-sit these qualifications.

The College is currently working its way through and finalising the apprenticeship data.

Becky Jones highlighted that the overall College position is positive with improvements made to retention, achievement and pass rates, with retention across every measure having improved.

Grading and Assessment:

Becky Jones reported that the College was pleased with its approach to centre assessed grades with very few grades being changed compared to the national picture however it had been a challenge to clearly communicate with student and parents with the guidance changing regularly. The Pearson grade changes were worked through by the College and 60 out of 180 had their grades improved.

Becky Jones further reported that there had been some minor disruption to some learners going to university with the U-turn in grading however the College has been supporting these learners as best as possible.

Assessed grades for access grades had to be submitted earlier and the appeal criteria was different, allowing all students to appeal over a three-week period over the summer holidays. Six appeals were submitted and some grades did go up as a result of the appeals.

70 GCSE appeals were lodged however the majority were invalid due to the appeal reason being that learners were dissatisfied with their awarded grade. There were 12 – 15 genuine appeals.

Karen Spencer highlighted the significant amount of work that was undertaken for centre assessed grades and appeals and thanked Becky Jones, Paul Whitehead and Gayle Peachey for their hard work. Liz Laycock highlighted that the Corporation can not underestimate the amount of work that staff have done with regards to grading and assessment, supporting learners through the processes and it is testament to the systems the College implemented that there have been so few amendments to grades.

Eva Scott reported that the blended approach to learning has been positive however online learning could be more interactive with better use of breakout rooms to facilitate discussions. Karen Spencer reported that staff and students were comfortable with online learning for a term, however ensuring online sessions are engaging and interactive will be a focus of staff development and training.

Eva Scott also reported that there is added stress for learners concerning the uncertainty of grading for this year and whether predicted grades would be used instead of exams. Becky Jones reported that hopefully the small percentage of change in grades in 2019/2020 would give students reassurance that the College has robust procedures in place, however acknowledged the pressure faced by students knowing that potentially every piece of work could count towards their final grade. Karen Spencer reported that the College has similar uncertainties around assessment for 2020/2021. The Government has stated that exams will go ahead however a contingency plan is being developed. Rod Bristow confirmed that the Government is determined that exams will go ahead with a contingency plan being worked on but it is not yet finalised. Liz Laycock highlighted that communication with students and parents is key and Karen Spencer confirmed that the College will get a message out to those doing examined subjects on what the College knows to date.

Quality:

Becky Jones reported that the Digital Team has worked extensively with staff on online teaching. All training has been delivered virtually and the November staff development day will focus on the use of technology.

The Quality Team has produced a number of guides and sampling of good practice.

English and maths have been reviewed and all delivery is taking place online. This approach is working well, with students choosing their own sessions. The quality of teaching has been very high and it is hoped this will translate into good grades for the students. Paul Taylor asked if lessons were recorded to help with revision and Becky Jones reported that this could be an option.

The tutorial framework is also being delivered online. Students are being supported when needed and 1-2-1 meetings are taking place with all students.

The counselling service was not so well used during the Summer Term however the demand for this is now increasing.

Students and parents have been surveyed to gauge how they have responded to what the College has implemented and the responses to this are currently being worked through. The College has set a strategy which was agreed by the Corporation and parents are being provided with the reasons behind the agreed approach. "You said, we did" cards and posters will be produced.

Becky Jones also reported that the Autumn Term student survey is ready to go live and regular meetings with the student ambassadors have been scheduled.

Becky Jones reported that walkthroughs have been suspended and that staff are focusing on the Power of 3. The Quality Team is sampling and checking the quality of delivery and initial feedback shows an improvement in quality. Liz Laycock asked if

this covered quality of online teaching and Becky Jones confirmed that it does with the Quality Team dropping into online sessions and assessing quality.

Liz Laycock asked if there are any difficulties with students accessing online materials. Becky Jones reported that all students are asked to report any issues and the College can provide help to students, such as providing mi-fi devices. All students are onsite during the week so can liaise with staff if need be. Paul Whitehead confirmed that access to wi-fi at home has been embedded into the bursary provision for students.

Curriculum and Timetabling:

Becky Jones reported that the three zoned areas of the campus are working well and thanked the students who are being compliant and respectful of the restrictions.

On average, students are onsite for 3.5 sessions per week with individual team modifications to this. This model will allow for further opening up or locking down of the campus as appropriate. This approach will continue to the end of Trimester 1 (beginning of December) and will then be reviewed, with any required changes being made at this point. Paul Whitehead reported that the Study Programme funding rules state that the majority of learning should be delivered onsite. Just over 50% delivery is being undertaken onsite at present, however some teams have more onsite delivery, and the College needs to work within a pragmatic approach to ensure the safety of all its students and staff. Liz Laycock asked if the College was meeting the funding rules requirement if delivery continues as is. Karen Spencer confirmed that it does and this model will continue up until the end of November 2020. At this point, the Coronavirus Governance and Leadership Group will review this approach and agree to any amendments. The Sage advice is that delivery this term should be completely online therefore it is a fine balance between this advice and the funding rules.

Liz Laycock asked how the funding would work if there was a national circuit breaker and whether the ESFA would take this into account. Karen Spencer reported that the ESFA would have to understand this approach and that the health and safety of students and staff needs to be first and foremost.

The Corporation agreed to the approach the College continues to take, as outlined above.

Enrolment and I-Pad Rollout:

Becky Jones reported that all enrolment has taken place online, thanks to Ben Nicholl and his teams.

Induction and I-Pad rollout has taken place onsite in small groups. This has achieved the College's ambition of all students receiving an I-Pad and being ready to use the technology for all learning right from their first day. Thanks was given to the Digital Team for the work they have undertaken.

GCSE Resits:

Currently the College is expecting just over 300 students to re-sit their GCSE maths and just under 300 students to re-sit their GCSE English in the first week of November. In order to facilitate these resits, the College will need to close the campus

in the morning of the week of the exams. The students will be out of their class bubbles, therefore the 2m rule will be enforced however there is a particular challenge with those students who have individual access arrangements. The numbers have reduced and only those students who genuinely want to sit the exams will do so. Those who feel they are not ready to re-sit them now will re-sit them in Summer 2021. Karen Spencer reported that she had contacted the AoC and the BBC highlighting the risks of the resits. The Government has not commented on this and the College is managing it as best as it can.

The Corporation noted the Quality and Curriculum Update and agreed the action the College is taking as outlined above.

8 Property Update

The Corporation received and considered the Property Update, presented by Karen Spencer, Principal.

Karen Spencer highlighted the alterations to the campus which have been made and confirmed that the transfer of the UCH building from ARU to the College was completed on 30 July 2020. Areas for capital investment for 2020/2021 were also highlighted.

Karen Spencer reported that the College was allocated £1m in FE capital funding in September 2020 and the money needs to be spent by March 2021. This funding will be spent on cladding for Buildings J and K.

The College is waiting to hear on the outcome of the T-Levels Capital Fund and the SELEP GBF applications which will provide capital funding for alterations to Buildings J, K and N in readiness for T-Level delivery.

The College is in on-going discussions with Harlow Council with regard to the area at the rear of the campus and the objection to the Stopping Up Order which has been received.

The Corporation noted the Property Update.

9 Principal's Report

The Corporation received and considered the presentation from Karen Spencer, Principal, on The Independent Commission on the College of the Future and The FE White Paper.

The Independent Commission on the College of the Future:

The Commission's vision is that the college of the future will be central to driving a fairer, more sustainable and more prosperous society and that there is a need for them to deliver for people, productivity and place.

There is a new approach with the following five components: a national post 16 education and skills plan; accessible for all; local delivered; mission driven and leading the way.

Karen Spencer highlighted what would help and hinder the approach and how we would know if we had got it right or not.

The report is being launched on 28 October 2020 and Ruth Lucas will circulate the details for the launch event.

The FE White Paper:

The FE White Paper will set out plans to build a world-class, “German-style” further education system in Britain. It is a policy document which will be written, negotiated and discussed and then will go as a Bill through Parliament.

The scope of the FE White Paper at present remains unclear however Karen Spencer highlighted the areas which it is likely to tackle.

Governors were given the opportunity to ask questions and discuss the presentation.

Liz Laycock highlighted the need for seamless communication between the two reports. Karen Spencer reported that the College of the Future report was timely, with on-going discussions taking place which have assisted with making in-roads into Government. It was anticipated that there would be a three-year settlement as part of the Government’s Comprehensive Spending Review however this is now no longer taking place and it is uncertain what impact this will have. All colleges need sustainable investment.

Paul Taylor highlighted that colleges are at the heart of the community, health and well-being and investment is needed now. Karen Spencer reported that statistics show that if education levels are improved, life expectancy and good health are increased. Better educational outcomes lead to better paid jobs and healthier lifestyles. Creating hubs around the NHS are being explored with a drive to get young people and adults into good health sector jobs and careers.

Karen Spencer reported that it is not envisaged that colleges will move back into public control. There is a possibility they could go back on the public balance sheet but it is unlikely that there will go back under the Local Authority control however this is not yet known.

Liz Laycock raised a concern around the length of time it takes for things like these to go through due processes and there is a need for the sector to be responsive, particularly in light of the current pandemic. Karen Spencer reported that there has been a loss of vision for the FE sector, with it being trapped between the school and higher education sectors, therefore these reports are timely.

Karen Spencer reported a need for an accountability framework for the sector as private and not-for-profit organisations are tendering for Government contracts, some of which do not have the same aims or connectedness as the FE sector.

Liz Laycock asked if there was something the Corporation should be doing as a result of these papers. Karen Spencer reported that the College is doing everything it can at present however the Corporation could write a letter of support to Government for the College of the Future report.

The Corporation noted the presentations on the Independent Commission on the College of the Future and the FE White Paper which formed the Principal's Report.

10 FE Commissioner Letter

The Corporation received, considered and noted the contents of the FE Commissioner's Letter dated 28 August 2020, presented by Ruth Lucas, Head of Governance.

11 Reports from Committees

11.1 Audit Committee – 06 October 2020

The Corporation received and approved the minutes of the Audit Committee meeting held on 06 October 2020.

Ray Levy highlighted the positive opinions contained within the Internal Audit Annual Report, the TPS audit report with no issues identified, the COVID-19 reopening risk assessment and action plan, that no instances of fraud or attempted fraud had taken place and that there had been no data breaches since the last Audit Committee meeting.

11.1.1 English Colleges Code of Good Governance

The Corporation received and considered the report on the English Colleges Code of Good Governance, presented by Ruth Lucas, Head of Governance.

Governors were reminded that there is a requirement in the Accounts Direction that colleges report against a code of governance and that the College adopted the English Colleges Code of Good Governance in 2015. As part of the Statement of Corporation Governance which is included in the Financial Statements, there is a declaration of compliance with the Code.

Governors noted the status of all the recommendations in the Code and noted that where recommendations have not been adopted, an explanation or rationale for an alternative approach has been stated.

Governors were informed that the College's response to the Code had been discussed at the Audit Committee meeting held on 06 October 2020 and that the Audit Committee's recommendation is for the Corporation to approve the response.

The Corporation approved the College's reporting of compliance with the Code of Good Governance for English Colleges in the annual accounts.

11.1.2 Regularity Audit

The Corporation received and considered the report on the Regularity Audit, presented by Deanne Morgan, Executive Director – Finance and Facilities.

Governors considered the Corporation's responses to the questions contained within the Regularity Audit.

Governors were informed that the Regularity Audit and the Corporation's responses had been discussed at the Audit Committee meeting held on 06 October 2020 and that the Audit Committee's recommendation is for the Corporation to approve the Regularity Audit for signature by the Chair and Accounting Officer.

The Corporation approved the response to the Regularity Audit and approved its signature by the Chair and the Accounting Officer.

11.2 Stansted Airport College Advisory Group – 14 October 2020

The Corporation received and approved the notes of the Stansted Airport Advisory Group meeting held on 14 October 2020.

Recruitment at Stansted Airport College does not appear to have been adversely affected by COVID-19, with student numbers looking promising, and Stansted Airport reported an increase in business at the airport.

12 Any Other Business

Karen Spencer and Becky Jones provided the Corporation with an update on how the self-assessment activities could work this year. Instead of dedicating a day to this for Governors to meet with delivery and service teams, it was suggested that five individual meetings with different teams take place, with a Governor and member of the Executive meeting virtually with the Head of Academy and AAM. Each meeting would last an hour and a report will then be taken to the Standards and Curriculum Committee meeting being held on 25 November 2020.

The Corporation unanimously agreed to this approach and Ruth Lucas agreed to obtain Governor availability for the week commencing the 16 November for these meetings to take place.

13 Dates of Future Meetings

Autumn Term 2020	Thursday 17 December 2020	9.30am
Spring Term 2021	Thursday 21 January 2021 (single agenda item to approve the IFMC)	8.30am / 9.30am
	Thursday 25 March 2021	8.30am / 9.30am
Summer Term 2021	Thursday 20 May 2021	8.30am / 9.30am
	Thursday 8 July 2021	8.30am / 9.30am

