



SOUTH GLOUCESTERSHIRE AND STROUD COLLEGE
FURTHER EDUCATION CORPORATION

There will be a meeting of South Gloucestershire and Stroud College Corporation
On Thursday 3 December 2020 at 5pm
To be conducted via Microsoft TEAMS

Starred Items

The Chair will ask whether members wish to discuss any of the starred items. If not then it will be assumed that the Corporation wishes to agree the recommendations without discussion.

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
To note any fresh declarations of interest.
3. **Minutes of Previous Meeting**
To confirm the minutes of the meeting held on 5 November 2020. Schedule A
4. **Matters Arising From Those Minutes**
To monitor actions on the Corporation action log. Schedule B
5. **SGS Commercial Services Limited (10 minutes)** Schedule C
To receive a report.
6. **Annual Report of the Audit Committee (30 minutes)**
 - a) To note the minutes of a meeting held 16 Nov 20. Schedule D
 - b) To approve KPMG's Letter of Engagement. Schedule E
 - c) To note SGS Commercial Services Annual Report and Financial Statements 2019/20 and approve the Letter of Support. Schedule F
 - d) To note the reconciliation between management accounts and financial statements. Schedule G
 - e) To consider the 2019/20 Annual Report of the Audit Committee, including annual risk management report, and approve:
 - (i) 2019/20 Annual Report of the Audit Committee. Schedule H
 - (ii) Internal Audit Service Annual Report. Schedule I
 - (iii) SGS College Members' Report and consolidated Financial Statements 2019/20. Schedule J
 - (iv) Financial Statements Auditor's Management Letter. Schedule K
 - (v) Letter of representation to KPMG. Schedule L

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| 7. | <u>Student Union Financial Statements and Annual Report*</u>
To note the report. | Schedule M |
| 8. | <u>Modern Slavery Act 2015*</u>
To receive a report and approve the Statement. | Schedule N |
| 9. | <u>Management Information (10 minutes)</u>
To note the Management Accounts exception report. | Schedule O |
| 10. | <u>CEO & Executive Principal's Report (15 minutes)</u>
To note. | Schedule P |
| 11. | <u>Principal's Report (15 minutes)</u>
To note. | Schedule Q |
| 12. | <u>COVID-19 update (10 minutes)</u>
To receive a verbal report. | |
| 13. | <u>Strategic Property Group (10 minutes)</u>
To note the minutes of the meeting held 19 Nov 20 and approve any recommendations made: | Schedule R |
| | a) Property Strategy. | Schedule S |
| 14. | <u>Committee membership (5 minutes)</u>
To consider a report. | Schedule T |
| 15. | <u>Items of Urgent Business</u> | |
| 16. | <u>Confidentiality</u>
To determine if there are any matters that should be treated as confidential from this meeting and if so on what grounds. | |
| 17. | <u>Assessment of meeting</u>
To note summary of responses from previous meeting and complete assessment of current meeting. | Schedule U |
| 18. | <u>Date of Next Meeting</u>
Thursday 28 January 2021 at 4pm via Microsoft TEAMS. | |