



**SOUTH GLOUCESTERSHIRE AND STROUD COLLEGE**  
**FURTHER EDUCATION CORPORATION**

There will be a meeting of South Gloucestershire and Stroud College Corporation  
On Thursday 7 October 2021 at 4pm  
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 review members' declarations of interest.
3. **Minutes of Previous Meeting**  
To confirm the minutes of the meeting held on 8 July 2021. Schedule A
4. **Matters Arising From Those Minutes**  
To monitor actions on the Corporation action log. Schedule B
5. **Safeguarding Children, Young People and Vulnerable Adults Policy and Annual Report & Anti Bullying and Harassment Policy (10 minutes)** Schedule C  
To note a report and approve the policies.
6. **Annual Health & Safety Report (10 mins)** Schedule D  
To note a report and approve any changes to the H&S policy.
7. **Utilities Contract (10 minutes)** Schedule E  
To approve.
8. **Governors' Strategy Away Day / College Strategy 2021/22-2025/26 (10 minutes)** Schedule F  
To approve.
9. **CEO & Executive Principal's Report (15 minutes)** Schedule G  
To note.
10. **Principal's Report (15 minutes)** Schedule H  
To note.

11. **Management Information**  
To consider and note:
- a) Management Accounts exception report (10 minutes). Schedule I
  - b) Risk Management report (5 minutes). Schedule J
12. **Governance Self-Assessment (including Governor Attendance data and Training and Development plan) (15 mins)** Schedule K  
To receive a report and approve the Governance Self-Assessment Report.
13. **Strategic Property Group (10 minutes)** Schedule L  
To note the minutes of the meeting held 1 Jul 21 and approve any recommendations made:
- a) To approve the SGS Estates Strategy. Schedule M
14. **Sustainability Implementation Strategy 2021/22-23/24 (10 minutes)** Schedule N  
To consider.
15. **Digital Plan (10 minutes)** Schedule O  
To note. *To be carried forward*
16. **Search Committee (5 minutes)** Schedule P  
To note the minutes of the meeting held 9 Sept 21 and approve any recommendations made.
17. **Audit Committee (5 minutes)** Schedule Q  
To note the minutes of the meeting held 21 Sept 21 and approve any recommendations made:
- a) To approve KPMG's Letter of Engagement. Schedule R
  - b) To note the ESFA Regularity & Propriety Questionnaire & Annex A. Schedule S
18. **2020/21 Compliments, Suggestions & Complaints Annual Report\*** Schedule T  
To note a report.
19. **Written Resolutions\***  
To note the written resolutions in relation to:
- a) The Deed of Surrender of part of the John Huggett Engineering Hall, Lease of part of the John Huggett Engineering Hall to ABC Limited and Waiver letter. Schedule U
  - b) Licence to Alter. Schedule V
20. **Chair's Action\*** Schedule W  
To ratify Chair's Action relating to the updates required in the Lease of part of the John Huggett Engineering Hall to ABC Limited.

21. **Corporation Seal\***  
 To note the application of the Corporation Seal to:  
 a) the warranties in connection with the Brunel Build at WISE Campus.  
 b) the Deed of Surrender of part of the John Huggett Engineering Hall,  
 Lease of part of the John Huggett Engineering Hall to ABC Ltd and  
 Licence to Alter between SGS College, ABC Ltd and SGS Commercial  
 Services Ltd.
22. **Other Items of Urgent Business**
23. **Remuneration Committee (15 mins) – Part Restricted Access**  
 To note the minutes of the meetings held 9 Sept 21 & 28 Sept 21 and  
 approve any recommendations made: Schedule X
- a) To approve the Senior Post Holder Remuneration Policy. Schedule Y  
 b) To approve the External Interest Policy. Schedule Z  
 c) To approve the Remuneration Annual Report to Corporation. Schedule AA  
 d) To endorse the SGS Emergency Succession Plan. Schedule BB  
 e) To note the Group CEO & Executive Principal’s  
 appraisal and approve objectives 2021/22. Schedule CC  
 f) To note the College Principal’s appraisal and approve  
 objectives 2021/22 Schedule DD  
 g) To note the Clerk’s appraisal and approve objectives 2021/22. Schedule EE
24. **Confidentiality**  
 To determine if there are any matters that should be treated as  
 confidential from this meeting and if so on what grounds.
25. **Assessment of meeting** Schedule FF  
 To note summary of responses from the previous meeting.
26. **Date of Next Meeting**  
 Thursday 4 November 2021 at 4pm, via Microsoft TEAMS.