



SOUTH GLOUCESTERSHIRE AND STROUD COLLEGE
FURTHER EDUCATION CORPORATION

There will be a meeting of South Gloucestershire and Stroud College Corporation
On Thursday 2 December 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. **Appointment of the Higher Education Student Governor**
To appoint.
2. **Apologies for Absence**
3. **Declarations of Interest**
To note any declarations of interest.
4. **Minutes of Previous Meeting**
To confirm the minutes of the meeting held on 4 November 2021. Schedule A
5. **Matters Arising From Those Minutes**
To monitor actions on the Corporation action log. Schedule B
6. **SGS Commercial Services Limited (5 minutes)** Schedule C
To receive a report.
7. **SGS College Members' Report and consolidated Financial Statements (AR&FS) (30 minutes)**
 - a) To consider the Financial Statements Auditor's Management Letter. Schedule D
 - b) To consider SGS College Members' Report and consolidated Financial Statements 2020/21. Schedule E
 - c) To note SGS Commercial Services Annual Report and Financial Statements 2020/21 and Letter of support. Schedule F
 - d) To note the reconciliation between management accounts and financial statements. Schedule G
 - e) To consider the Internal Audit Service Annual Report. Schedule H
 - f) To consider the 2020/21 Annual Report of the Audit Committee, Schedule I

- including the annual risk management report.
- g) To consider the Letter of Representation to KPMG. Schedule J
 - h) To approve the Fraud Response Plan. Schedule K
 - i) To note the minutes of a meeting held 15 Nov 21. Schedule L
- To approve the:
- (i) 2020/21 Annual Report of the Audit Committee, including the annual risk management report;
 - (ii) Letter of Support for SGSCSL;
 - (iii) Internal Audit Service Annual Report;
 - (iv) Financial Statement Auditor’s Management Letter;
 - (v) SGS College Members’ Report and consolidated Financial Statements 2020/21;
 - (vi) Letter of representation to KPMG.
 - (vii) Fraud Response Plan.
8. **Student Union Financial Statements and Annual Report*** Schedule M
To note the report.
 9. **Higher Education, including HE Fee Policy (15 minutes)** Schedule N
To receive a report and approve any recommendations made.
 10. **College Self-Assessment Report 2019/20 (including HE & CIPs) (30 minutes)** Schedule O
To approve.
 11. **Sustainability & Biodiversity Group Implementation Plan (10 minutes)**
 - a) To approve the Sustainability & Biodiversity Group Implementation Plan. Schedule P
 - b) To approve the Governor Sustainability Advocate role descriptor. Schedule Q
 12. **Digital Plan (10 minutes)** Schedule R
To consider.
 13. **Management Information (10 minutes)** Schedule S
To note the Management Accounts exception report.
 14. **KPI Report (10 minutes)** Schedule T
To note. *To be carried forward.*
 15. **CEO & Executive Principal’s Report (15 minutes)** Schedule U
To note.
 16. **Principal’s Report (15 minutes)** Schedule V
To note.

17. **Search Committee (5 minutes)** Schedule W
To note the minutes of the meeting held 11 November 2021 and to approve any recommendations made.
18. **Modern Slavery Act 2015*** Schedule X
To receive a report and approve the Statement.
19. **Other Items of Urgent Business**
20. **Confidentiality**
To determine if there are any matters that should be treated as confidential from this meeting and if so on what grounds.
21. **Assessment of meeting** Schedule Y
To note summary of responses from the previous meeting.
22. **Date of Next Meeting**
Thursday 27 January 2022, 4pm, via Microsoft Teams.