

CORPORATION AGENDA

Tuesday 03 December 2024, 5.30pm in Suite 3 of the Employer Hub

In Attendance; Karen Musgrave (External Audit Partner, RSM); part meeting only

Governors are reminded of the College's commitment to equality, diversity and inclusion and the need to consider these issues, along with health and safety, in all Corporation business.

Standing Items

- 5.30pm 1. **Welcome and Apologies for Absence**
Becky Davenport, Steve Wood
- 5.31pm 2. **Declarations of Conflict of Interests**
Governors must declare any interest in any agenda items, where there could be a conflict of interest. For any such declaration, they may be requested to withdraw from the meeting for the discussion/decision on that specific item and will not be eligible to vote on the matter under discussion.
- 5.32pm 3. **Draft Minutes of the Previous Meeting held on 19 November 2024** (paper LMC/C/30/24 refer) **(for approval)**
- 5.34pm 4. **Matters Arising:**
- Mandatory Responsibilities; Equality, Diversity and Inclusion, including Special Educational Needs and Disabilities (SEND), Health and Safety and Safeguarding (including Prevent)
 - Corporation Action Checklist (paper LMC/C/31/24 refers) **(for agreement)**

Strategic

- 5.37pm 5. **Presentation of the Audit Findings Report (Financial Statements Auditor Management Letter) and Regularity Auditors (Opinion) Management Report** (paper LMC/A/05/24 refers and presentation by External Auditor) **(for receipt)**
- 5.55pm 6. **Papers from the Audit and Risk Assurance Committee**
- Annual Report 2023/24 of the Audit and Risk Assurance Committee (paper LMC/A/02/24 refers) **(for receipt)**
 - Annual Report on Risk Management, including Review of Risk Management Policy, College Risk Register and **Confidential to Corporation Members Only, under Section 43 of the Freedom of Information Act** College Opportunities Register (paper LMC/A/07/24 refers) **(policy for approval)**
 - **Confidential to Corporation Members Only, under Section 43 of the Freedom of Information Act**; Tender Option for Internal Audit Services 2025/25 to 2029/30 (paper LMC/A/10/24 refers) **(for decision)**
- 6.10pm 7. **College Annual Report and Financial Statements 2023/24; 01 August 2023 – 31 July 2024** (paper LMC/C/32/24 refers) **(for approval)**

- 6.25pm 8. **Principal's Strategic Overview** (*Oral Report from the Principal*)
- 6.30pm 9. **Final Achievement Against Strategic Objectives 2023/24** (*paper LMC/C/33/24 refers*) **(for discussion)**
- 6.40pm 10. **External Board Review Action Plan** (*paper LMC/C/34/24 refers*) **(for approval)**
- 6.45pm **Comfort Break (includes Knowledge Question)**

Performance

- 6.55pm 11. **Review of College Performance 2023/24**
- **College Self-Assessment Report 2023/24** (*paper LMC/C/35/24 refers*) **(for approval)**
 - **Quality Improvement Plan 2023/24 Final Outturns** (*paper LMC/C/36/24 refers*) **(for discussion)**
 - **Proposed Quality Improvement Plan 2024/25** (*paper LMC/C/37/24 refers*) **(for approval)**
 - **Annual Supported Learners Report (including safeguarding and equality, diversity and inclusion)** (*paper LMC/C/38/24 refers*) **(for discussion)**
- 7.25pm 12. **Progress and Performance Report** (*paper LMC/C/39/24 refers*) **(for discussion)**
- 7.35pm 13. **Latest Management Accounts** (*paper LMC/C/40/24 refers*) **(for discussion)**
- 7.40pm 14. **Pay Review Options and Cost of Living Award 2023/24** (*paper LMC/C/41/24 refers*) **(for decision)**

Consent; Approval

- 8pm 15. **Revised Sustainability Strategy** (*paper LMC/C/42/24 refers*) **(for approval)**

Information

- 8.01pm 16. **Any Other Business**
- Governor Feedback on Events Attended
 - Autumn Term Reflections
- 8.06pm 17. **Dates and Times of Next Meetings**
- Tuesday 14 January 2025 at 5.30pm (*Governors' Training*)
 - Tuesday 11 February 2025 at 5.30pm
- 8.07pm 18. **Confidential Discussion for Corporation Members Only, Excluding Staff and Student Governors, under Section 40 of the Freedom of Information Act: Cost of Living Award for Senior Postholders**

Meeting estimated to finish at 8.15pm