



**PRESENT:**

Chris Jones (4/6)

Chair of the Corporation



**MINUTE**  
**NO.**

**ACTION**

4. **Matters Arising from the Minutes of 20 April 2020**

The Board reviewed the matters arising from the meeting on 20 April 2020, and noted complete and future actions.

5. **COVID-19 Update**

The Board received the COVID-19 Update report and the CEO advised that the colleges had reopened that day to a small number of students; the campuses were operating well and therefore the CEO recommended that business continuity reporting be downgraded to exception reporting only and the COVID-19 Working Group be closed.

The Board advised that they would like to have sight of plans around blended learning, and it was agreed that the deep dive into Digital Education, previously planned for the Working Group meeting, would be held at a future Corporation meeting, which could incorporate curriculum design as well as the COVID-19 response. The Chair of the Working Group confirmed that she agreed with the closure of the group and supported the proposal for a Digital Education deep dive at a future Corporation meeting.

**Action:** Agenda item, future Corporation meeting: Deep Dive – Digital Education and Curriculum Design

**Clerk**

The Board further advised that they would like to track student attendance (both onsite and online) and engagement, against other institutions if possible.

**Action:** Submit an analysis of student attendance (on site and online) and engagement during the COVID-19 pandemic, in comparison with other institutions

**DCEO**

The Board approved the Campus Re-emergence Project Plan and the Group Risk Assessment. The Board approved the recommendation to report to governors by exception from this point onwards and to close the COVID-19 Working Group. **All members were agreed.**

6. **Guildford Estates Strategy**

*PW and MH joined the meeting at 16:20.*

The Board received the Surrey Estates Strategy report, and noted the work done to date and the clarity of the reporting. The CFO provided an overview of the process followed and the conditions

**MINUTE**  
**NO.**

**ACTION**

The Board challenged dependencies between the Estates Strategy and requirements for security for the Local Government Pension Scheme, and were assured that decisions around any disposal of estates would be taken within the context of strategic decisions around the best use of the Group's properties.

The Board

**MINUTE**  
**NO.**

*Management Accounts*

**ACTION**

<b><u>MINUTE NO.</u></b>		<b><u>ACTION</u></b>
10.	<p><b>Use of Corporation Seal</b></p> <p>There were no applications of the Corporation seal for approval.</p>	
11.	<p><b>Reflections from the Away Day</b></p> <p>The Board received the reflections from the Away Day and were asked to provide any feedback to the CEO and the Clerk. The Board were advised that plans were being made to schedule a face to face Away Day, subject to government restrictions, on 26-27 October 2020.</p> <p><b>Action:</b> Provide any feedback on the reflections from the Away Day the CEO and the Clerk</p> <p>The CEO advised the Board about her response to the Black Lives Matter movement and her recommendation that a focus on diversity be included in the next strategic plan. The Board supported this intention and one governor expressed a particular desire to support the BAME community at Activate Learning.</p> <p>The Board further stressed the importance of sustainability within the strategic plan.</p>	ALL
12.	<p><b>Minutes of Committees</b></p> <p>The Board received and noted the minutes of the Search and Governance Committee meeting on 20 April 2020 and the COVID-19 Working Group meeting on 18 May 2020. It was noted that the terms of reference of the COVID-19 Working Group did not require approval, as the group had been disbanded under item 5.</p>	
13.	<p><b>Stakeholder Report</b></p> <p>The Board received and noted the Stakeholder Report and were reminded by the Clerk that in line with the request of the Board arising from the previous evaluation, a stakeholder report</p>	

## Summary of Actions

Action	Responsible
Agenda item, future Corporation meeting: Deep Dive – Digital Education and Curriculum Design	<b>Clerk</b>
Submit an analysis of student attendance (on site and online) and engagement during the COVID-19 pandemic, in comparison with other institutions.	<b>DCEO</b>

