



Corporation Meeting

Thursday 9 November 2023 at 4pm
Boardroom (GR3.26)

Agenda

	Paper
Declaration of Interests - Members are reminded to declare their interests in any item of business to be discussed at the meeting.	
1. Chair's introduction, apologies and starred items	
2. Minutes of the Corporation meeting held on 28 September 2023	A1 & A2
3. Matters arising not appearing elsewhere on the agenda	
4. Principal's Report (Andy Broadbent) – <i>for discussion</i>	Verbal
5. Receipt of Committee minutes and verbal reports from chairs: <ul style="list-style-type: none">• Finance and Resources Committee - 11 October 2023• Search and Governance Committee - 23 October 2023	B1* & B2* B3*
6. Academic Performance 2022/23 (Alison Maynard) – <i>for review and comment</i>	C
7. Enrolment Update – 2023/24 (Alison Maynard) – <i>for review and comment</i>	D
8. Strategic Monitoring (Andy Broadbent) – verbal update	Verbal
9. Skills and Employer Engagement update (Alison Maynard) – <i>to note</i>	E
10. Safeguarding Governor – update to Corporation (Davey Benson) – <i>for review and comment</i>	F
11. Financial and other matters (Paul Bradley)	
11.1 Annual Report on Risk Management and Key Risks (2022/23) – recommendation from Audit Committee – <i>to note</i>	G1*
11.2 Financial Monitoring to 30 September 2023 – <i>to note</i>	G2
11.3 Financial Monitoring – Westfirst Limited to 30 September 2023 – <i>to note</i>	G3

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| 11.4 Review of Reserves Policy – recommendation from Finance and Resources Committee – <i>for approval</i> | G4* |
| 11.5 Budget Policy – recommendation from Finance and Resources Committee – <i>for approval</i> | G5* |
| 11.6 CONFIDENTIAL ITEM – Artificial Grass (4G) Pitch (tender returns) – <i>for approval</i> | G6 |
| 11.7 Capital Projects Update – <i>to note</i> | G7* |
| 12. Recommendations from the Search Committee (Christine Warren) | |
| 12.1 Review of Governing Body Business, Governance Self-Assessment Report 2022/23 and Governance Development Plan 2023/24 – <i>for approval</i> | H1* |
| 12.2 Search Committee Annual Report 2022/23 – <i>to note</i> | H2* |
| 12.3 Governor Training and Development Plan 2023/24 – <i>for approval</i> | H3 |
| 12.4 Appointment of Student Governor | H4 |
| 12.5 Committee Composition – <i>for approval</i> | H5* |
| 13. Use of the College Seal | I* |
| 14. Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting) | |
| 15. Date of next meeting: 14 December 2023 | |
| 16. Remuneration Committee Annual Report 2022/23 (Ian Green) – <i>to note</i> | J* |
| 17. Receipt of Confidential Committee Minutes – Remuneration Committee – 16 October 2023 | K* |
| 18. Meeting Evaluation | |

Diary dates:

- 30 November 2023 - SAR Review – Workshop for Members – College Self-Assessment Report and FE Quality Development Plan (4pm)
- 9 July 2024 – Graduation

Starred items or papers: members will be asked if they wish to discuss any starred items or papers following the Chair's introduction and the apologies for absence. If there is no request to discuss these items or papers, they will be considered agreed.

Information security: please dispose of, or store, your papers carefully. You may return them to College for shredding.

Mobile phones: members are respectfully reminded to switch off mobile phones during the meeting.

Meeting evaluation: if a meeting evaluation form is circulated following the Committee meeting please take a few minutes to complete and return it to the Corporation Secretary.

Corporation members' area: [Governance & Corporation - Home \(sharepoint.com\)](https://sharepoint.com)
please follow this link to the members' area on the website where you will find copies of Board/Committee papers, governance documents, training materials and other recommended reading.

Corporation Members

Christine Warren (Chair)
Andy Broadbent
Joy Brindle
Joyce Drummond-Hill
Chris Patterson
Ben Fisher
Emily Baxter
Stephen King
Suzanne Slater
Allen Eccles
Ian Green
Mark Gomersall
Davey Benson
Alice Tomlinson

Attendees

Karl Fairley (Deputy Chief Executive)
Alison Maynard (Deputy Principal)
Paul Bradley (Chief Finance Officer)
Adele Dowson (Vice Principal)
Andy Stephenson (Vice Principal)
Peter Morrison (Vice Principal)
Colleen Peters (Vice Principal)
Caroline Winter (Head of Governance and Corporation Secretary)