



## **Corporation Meeting**

**Thursday 6 July 2023 at 4pm**  
**Boardroom (GR3.26)**

### **Agenda**

	Paper
<b>Declaration of Interests</b> - 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 25 May 2023	<b>A1 &amp; A2</b>
3. Matters arising not appearing elsewhere on the agenda	
4. <b>CONFIDENTIAL</b> - Principal's Report (Andy Broadbent) – <i>for discussion</i>	<b>B</b>
5. Receipt of Committee minutes and verbal reports from chairs: <ul style="list-style-type: none"><li>• Finance &amp; Resources Committee – 10 May and 13 June 2023</li><li>• Academy Sponsorship Committee – 23 May 2023</li><li>• Further Education Quality Curriculum &amp; Students Committee – 8 June 2023</li></ul>	<b>C1* &amp; C2*</b> <b>C3*</b> <b>C4*</b>
6. Update from Careers Education and Guidance Governor (Stephen King) – <i>to note</i>	<b>D</b>
7. Proposed Strategic KPIs – 2023/24 to 2025/26 (Andy Broadbent) – <i>for approval</i>	<b>E</b>
8. Financial matters (Paul Bradley)	
8.1 Financial Monitoring to 31 May 2023 – <i>to note</i>	<b>F1</b>
8.2 Financial Monitoring – Westfirst Limited to 31 May 2023 – <i>to note</i>	<b>F2</b>
8.3 Budget for 2023/24 and Two-Year Financial Forecast – recommendation from Finance & Resources Committee – <i>for approval</i>	<b>F3</b>
8.4 Medium Term Financial Plan 2023/24 to 2027/28 – recommendation from Finance & Resources Committee – <i>for</i>	<b>F4</b>

*approval*

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| 8.5 Capital Projects Update – <i>to note</i>   | <b>F5*</b> |
| <b>9.</b> Academy Sponsorship Update (Caroline Winter) – <i>to note</i>  | <b>G</b>   |
| <b>10.</b> Governance Matters (Recommendations from Search Committee)  |            |
| 10.1 Proposed changes to the Instrument & Articles of Government (IAG), Standing Orders, Code of Conduct, Conflicts of Interest Policy and Committee Terms of Reference – <i>for approval</i>  | <b>H1*</b> |
| 10.2 Appointment of Chair – <i>for approval</i>  | <b>H2</b>  |
| 10.3 Committee Composition - <i>for approval</i>   | <b>H3*</b> |
| 10.4 Governance Development Plan and Annual Review 2022/23 – <i>for approval</i>   | <b>H4</b>  |
| <ul style="list-style-type: none"><li>• Corporation self-assessment – Annual Governance Survey</li><li>• Review of Chair's Performance</li><li>• Governor self-assessment/reflection</li></ul> |            |
| 10.5 Governors Additional Responsibilities – SEND Governor – <i>for approval</i>   | <b>H5</b>  |
| <b>11.</b> Internal Audit Plan 2023/24 – recommendation from Audit Committee (Joyce Drummond-Hill) - <i>for approval</i>   | <b>I</b>   |
| <b>12.</b> Curriculum & Quality Monitoring Reports (Alison Maynard) – <i>to note</i>   | <b>J*</b>  |
| <b>13.</b> FE and HE Quality Development Plan updates (Alison Maynard) – <i>to note</i>  | <b>K*</b>  |
| <b>14.</b> Annual Review of Single Equality Scheme and Action Plan (Karl Fairley) - <i>to note</i>   | <b>L*</b>  |
| <b>15.</b> Schedules of Business 2023/24 – <i>for approval</i>   | <b>M*</b>  |
| <b>16.</b> Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting)  |            |
| <b>17.</b> Date of next meeting: TBC   |            |

**Diary dates:**

- HE Graduation Ceremony – 11 July 2023
- Back to Business Day – 29 August 2023

**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:** <https://ict.newdur.ac.uk/ncd/corp/>: 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  
Mark Gomersall  
Davey Benson  
Ben Fisher  
Emily Baxter  
Stephen King  
Nicola Watchman-Smith  
Allen Eccles  
Ian Green

#### **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)