



Corporation Meeting

Thursday 4 July 2024 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 23 May 2024	A1 & A2
3. Matters arising not appearing elsewhere on the agenda	
4. Principal's Report (Andy Broadbent) – <i>for discussion</i>	B
5. Receipt of Committee minutes and verbal reports from chairs:	
• Further Education Quality Curriculum and Students Committee –13 June 2024	C1
• Audit & Risk Committee – 17 June 2024	C2 & C3
• Finance and Resources Committee – 19 June 2024	C4
• Higher Education Quality Curriculum and Students Committee – 20 June 2024	C5
• Search & Governance Committee – 21 June 2024	C6
6. Approval of mission, vision and values – (Andy Broadbent) – <i>for approval</i>	D
7. Internal Audit Plan 2024/25 – recommendation from Audit Committee (Allen Eccles) - <i>for approval</i>	E
8. Financial matters (Paul Bradley)	
8.1 Financial Monitoring to 31 May 2024 (Paul Bradley) – <i>to note</i>	F1
8.2 Financial Monitoring – Westfirst Limited to 31 May 2024 (Paul Bradley) – <i>to note</i>	F2*
8.3 Capital Projects Update – <i>to note</i>	F3*
8.4 Budget for 2024/25 and Two-Year Financial Forecast – recommendation from Finance & Resources Committee – <i>for approval</i>	F4

8.5 Medium Term Financial Plan 2024/25 to 2028/29 – recommendation from Finance & Resources Committee – <i>for approval</i>	F5
8.6 Sixth Form and Sports Building Development Proposal – Business Case - recommendation from Finance & Resources Committee – <i>for approval</i>	F6
8.7 Reserves Policy – recommendation from Finance & Resources Committee – <i>to note</i>	F7*
8.8 Financial Regulations – recommendation from Finance & Resources Committee – <i>for approval</i>	F8
9. Annual Review of Single Equality Scheme and Action Plan (Karl Fairley) – <i>for approval</i>	G*
10. Annual Report on Sustainability (Karl Fairley) – <i>for review and comment</i>	H
11. Update from Careers Education and Guidance Governor (Stephen King) – <i>to note</i>	I*
12. Update from SEND Governor (Suzanne Slater) – <i>to note</i>	Verbal
13. Curriculum & Quality Monitoring Reports – FE and HE (Alison Maynard) – <i>to note</i>	J*
14. FE and HE Quality Development Plan updates (Alison Maynard, Peter Morrison) – <i>to note</i>	K*
15. Governance Matters (Recommendations from Search & Governance Committee)	
16.1 Proposed changes to the Corporation Committee Structure and Committee Terms of Reference – <i>for approval</i>	L1
16.2 Proposed changes to Code of Conduct – <i>for approval</i>	L2*
16.3 Appointment of Staff and Student Governors – <i>for approval</i>	L3
16. Strategic Monitoring (Karl Fairley/Alison Maynard/Peter Morrison) <ul style="list-style-type: none"> • 2023/24 Strategic KPI update – <i>to note</i> • 2024/25 Strategic KPIs – proposed KPIs and targets – <i>for approval</i> 	M
17. Annual Review of Safeguarding and Prevent – Curriculum update (Karl Fairley) - <i>to note</i>	N*
18. Corporation and Committee Business 2024/25 – <i>for approval</i>	O*
19. Written Resolutions passed outside of Corporation meetings	P*
20. Use of the College Seal	Q*
21. Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting)	
22. Date of next meeting: TBC	

23. Meeting Evaluation: <https://forms.office.com/e/L88eSpP7eZ>

Diary dates:

- 9 July 2024 – Graduation
- Back to Business Day – 27 August 2024

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 review your papers online through your NCD Office 365 account. You may return any hard copies from previous meetings to College for shredding.

Corporation members' area: [Governance & Corporation - Home \(sharepoint.com\)](#)
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

Stephen King (Chair)
Andy Broadbent
Emily Baxter
Davey Benson
Joyce Drummond-Hill
Allen Eccles
Ben Fisher
Mark Gomersall
Ian Green
Jonathan Hamill
Rhiannon Hiles
Chris Patterson
Suzanne Slater

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)