



Corporation Meeting

**Thursday 25 September 2025 at 4pm
Boardroom (GR3.26)**

Agenda

Time		Paper
	Declaration of Interests - Members are reminded to declare their interests in any item of business to be discussed at the meeting.	
16:00	1. Chair's introduction, apologies and starred items	
	2. Minutes of the Corporation meeting held on 3 July 2025	A
	3. Matters arising not appearing elsewhere on the agenda	
16:05	4. Principal's Report (Andy Broadbent) – <i>for discussion</i>	B
16:25	5. Receipt of Committee minutes and verbal reports from chairs:	
	• Education Quality Curriculum and Students Committee – 19 June 2025	C1
	• Search & Governance Committee – 15 September 2025	C2
	• Audit & Risk Committee – 22 September 2025	Verbal
16:30	6. Update on 2024/25 academic performance (Alison Maynard) – <i>for discussion</i>	D
16:40	7. Update on 2025/26 enrolments (Alison Maynard) – <i>for discussion</i>	E
16:50	8. Students Union Report (Matt Gamsby) – <i>to note</i>	F
17:00	9. Corporate Services Update (Karl Fairley) – <i>to note</i>	Verbal
	10. Financial and other matters (Paul Bradley)	
17:05	10.1 Financial Monitoring to 31 July 2025 – <i>to note</i>	G1
17:10	10.2 Financial Benchmarking Data – <i>to note</i>	G2
17:20	10.3 Capital Projects Update – <i>to note</i>	G3
17:25	11. HE Partnership Update (Peter Morrison)	
	11.1 CECOS Update – for approval	H1
	11.2 Oxford Business College Update – to note	H2
	12. Appointment of Safeguarding Governor – <i>for approval</i>	I

17:35	13. Equality Diversity and Inclusion Annual Report (Karen Milne) – <i>for approval</i>	J
17:45	14. Annual Report on Sustainability (Karl Fairley) – <i>for review and comment</i>	K
17:55	STARRED ITEMS	
	15. Financial Monitoring – Westfirst Limited to 31 July 2025 – <i>to note</i>	L*
	16. Governance Matters – <i>for approval</i>	
	16.1 Committee Composition and Chairing – <i>for approval</i>	M1*
	16.2 Search and Governance Committee Annual Report 2024/25 – <i>to note</i>	M2*
	16.3 Review of Governing Body Business 2024/25 – <i>to note</i>	M3*
	16.4 Policy for the Independence of the Head of Governance – <i>for approval</i>	M4*
	17. Strategic Risk Register Update – <i>to note</i>	N*
	18. Written Resolutions passed since the last Corporation meeting – <i>to note</i>	O*
	19. Use of the College Seal – <i>to note</i>	P*
	20. Chair’s Use of Delegated Authority – <i>to note</i>	Q*
	21. Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting)	
	22. Date of next meeting: 6 November 2025	
	23. Meeting Evaluation: https://forms.cloud.microsoft/e/Tz6eWTMGF3	

Diary dates:

- SAR Validation sessions – 3 – 14 November
- 11 December 2025 – Governors’ Dinner

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.

Governor networking form: A new feedback form has been created to enable Governors to feedback on any networking activity or professional contacts made that would be useful for the College senior team to follow up. Please use the following link to access the form: [Governor Networking Feedback \(office.com\)](https://office.com)

Corporation Members

Stephen King (Chair)
Andy Broadbent
Emily Baxter
Allen Eccles
Matthew Gamsby
Hayley Farrell
Ben Fisher
Helen Golightly
Mark Gomersall
Jonathan Hamill
Nigel Harrett
Rhiannon Hiles
Kathryn McCloghrie
Chris Patterson
Philip Pollard
Bethany Robson
Suzanne Slater

Attendees

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