CORPORATION

Meeting to be held on Monday 4th March 2019 at 5.30pm
Exhibition Hall
Refreshments available from 5.15

Members:

Paul Amoo (Chair)
Roy Bowden (Vice Chair)
Steve Cooper (External Governor)
Grace Crewes (Student Governor)
Val Ellis (External Governor)
Jo Fowler (External Governor)
Rebecca Harris (Student Governor)
Tom Heery (Staff Governor)
Ian Hughes (External Governor)
Alistair McKail (Parent Governor)
Paul Riley (Principal)
Sally Skinner (External Governor)
Elizabeth Sparkes (External Governor)
Jane Thorns (Staff Governor)

In attendance by invitation:

Steven Foden – Vice-Principal
Charles Griggs – Finance Director

Andrea Fallon - Clerk to the Corporation
Richard Bradford – Associate Governor
Sue Jenkins – Associate Governor
Hazel Thorpe – Associate Governor

Apologies:

Pre-Corporation briefing, 5.30-5.50pm – Study Skills Programme (Paul Riley)

AGENDA

Members are asked, prior to the meeting to review updates of the College Plan and the papers listed below.

Item No	Subject	Purpose	Lead	
18-19.166	**Welcome and start of the meeting**		Chair	5.50pm
18-19.167	**Declarations of interests** Members are asked to declare any interests they may have in relation to the items on the Agenda.	For the record	Chair	5.51pm
18-19.168	**Apologies for absence** Members are asked to notify the Clerk by 12.00 noon on the day of the meeting if they are unable to attend.	For information	Chair	5.52pm
18-19.169	**Non Agenda Issues** Open to the floor. If possible, please notify Clerk by email beforehand of the issues to be raised.	For consideration	Chair	5.53pm
18-19.170	**(a) Minutes of the Meeting held on 3rd December 2018** **(b) Minutes of the Special Meeting held on 4th February 2019** The Corporation is required to approve the Minutes as an accurate record for signing by the Chair.	For signature	Chair	5.58pm

18-19.171	**(a) Matters Arising from the Minutes of the meeting held 3rd December 2018** **(b) Matters Arising from the Minutes of the meeting held 4th February 2019** Any matters arising from the Minutes that are not covered elsewhere on the agenda.	For consideration	Chair	6.00pm
	Items for Discussion/Approval/Information			
18-19.172	**Principal's report:** To include: (a) TUPE & Restructuring Consultation update (b) College Plan Update 2018/19 (c) Risk Review (verbal update for information) (d) Annual Survey of Parents/Carers (e) Centre of Excellence in Maths – Funding update from GBMET (f) Student Enrolment 2019/20, including Apprenticeships and HE *Supporting Papers*	For consideration and approval	Paul Riley	6.10pm
18-19.173	**The McGregor-Smith Review "Diversity in the workplace" -** Completed survey *Supporting Paper*	For consideration	Paul Riley	6.50pm
	Quality Matters			
18-19.174	**Quality Committee report and recommendations;** (a) Quality Committee 11th February 2019 – Summary report (b) Minutes of the Quality Committee meeting held on 11th February 2019 The Corporation is required to approve the Minutes as an accurate record for signing by the Chair. *Supporting Papers*	For consideration For approval	Roy Bowden Roy Bowden	6.55pm
18-19.175	**Review and update of KPIs** *Supporting Paper*	For consideration	Steve Foden	7.00pm
	Resources Matters			
18-19.176	**Resources Committee report and recommendations.** (a) December Management Accounts. (b) Minutes of the Resources Committee meeting held on 4th February 2019 The Corporation is required to approve the Minutes as an accurate record for signing by the Chair. *Supporting Papers*	For consideration For approval	Charlie Griggs Jo Fowler	7.10pm
	Audit Matters			

18-19.177	Audit Committee report and recommendations; (a) January Management Accounts (b) ESFA financial health grade assessment and financial dashboard (c) Minutes of the Audit Committee meeting held on 25th February 2019 The Corporation is required to approve the Minutes as an accurate record for signing by the Chair. (d) Annual Report of the Audit Committee 2018-19 (to 29th March 2019) *Supporting Papers*	 For consideration and approval For approval For approval For approval	 Val Ellis/ Charlie Griggs Charlie Griggs/ Paul Riley Val Ellis Clerk/Val Ellis	7.15pm
18-19.178	**Report of Chair and / or Vice Chair of Governors to include;** (a) Link meeting outcomes (verbal update) (b) Aspire (c) AoC New Governors Induction (verbal update) (d) AoC South East Governors' Conference (verbal update)	 For consideration For information For Information For information	 Roy Bowden Roy Bowden Alistair McKail Clerk / Ian Hughes	7.20pm
18-19.179	**Student Governors report** Supporting Paper	For information	Grace Crewes / Rebecca Harris	7.25pm
18-19.180	**Merger progression** (a) Notice to dissolve (published on 26th February 2019) (b) Final Transfer Agreement (c) Final Board Resolution to dissolve the Corporation of Worthing College (d) Letter to Secretary of State *Supporting Papers*	 For information For approval For resolution For signature	 Paul Riley Paul Riley Paul Amoo Paul Amoo	7.30pm
	Policy Updates for Approval			
18-19.181	(a) Access to Information & Publication Scheme Policy (b) Offsite Activities Policy	For approval For approval	Andrea Fallon Steve Foden	7.40pm
	Corporation Business Planning			

18-19.182	**How have we been a critical friend?** Have our decisions recognised or influenced any of our 10 College Promises?	For discussion	Chair	7.42pm
18-19.183	**Any other business** To be notified to the Clerk or Chair (a) Annual Self Assessment	For discussion	Chair	7.45pm
18-19.184	**Date of the Next Meeting** No further meetings of Corporation, subject to the completion of the merger with Chichester College Group.	For information	Clerk	7.50pm