

CORPORATION

Meeting to be held on Monday 4th December 2017 at 5.30

Room 169 – Maths and Science Learning Zone – 1st floor above West Cafe

Refreshments available from 5.15

Members:

Paul Amoo (Chair)
Roy Bowden (Vice Chair)
Richard Bradford
Val Ellis
Tina Favier
Jo Fowler
Kate Hall
Steve Hargrave
Darren Jeffery
Sue Jenkins
Paul Riley (Principal)
Sally Skinner
Elizabeth Sparkes
Jane Thorns
Hazel Thorpe

To be appointed at this meeting: Wayne Taylor
To be reappointed at this meeting: Elizabeth Sparkes

In attendance by invitation:

Steven Foden – Vice-Principal
Charles Griggs– Finance Director
Olivia Blake –Head of Human Resources

Joanna Cox - Clerk to the Corporation

Observing

Joanna Griffiths –Dept for Education

AGENDA

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

Members will be provided with a register of Interests form to fill out for the academic year 2017/18

Item No	Subject	Purpose	Lead	
	Governor Training <i>Nick Juba – GB MET five year plan, the LEP and the Greater Brighton Economic Board</i>			5.30pm
17-18.99	Welcome and start of the meeting		Chair	6.00pm
17-18.100	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	6.01pm
17-18.101	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	6.02pm

17-18.102	Non Agenda Issues Open to the floor. If possible please notify Clerk by email beforehand of the issues to be raised.	For consideration	Chair	6.03pm
17-18.102 (a)	Appointment of New Members of the Corporation Wayne Taylor – Associate Governor	For Approval	Chair	6.05pm
17-18.103	Minutes of the Meeting held on 18th September 2017 The corporation is required to approve the Minutes as an accurate record for signing by the Chair.	For signature	Chair	6.08pm
17-18.104	Matters Arising from the minutes of the meeting held 18th September 2017 Any matters arising from the minutes that are not covered elsewhere on the agenda.	For consideration	Chair	6.10pm
Items for Discussion/Approval/Information				
17-18.105	Principal's report: To include: (a) College Plan Actions 2017/18 –PLEASE REVIEW THESE IN THE PRINCIPAL'S REPORT, PAGE 2 (b) Risk Review (verbal update for information) (c) SAR Final version for approval at Corporation (reviewed at Quality 27.11.17) (d) Review of Complaints	For approval	Paul Riley	6.15pm
	Quality Matters			
17-18.106	Quality Committee report and recommendations; <i>(a) To include recommendation to approve Terms of Reference</i> <i>(b) To include IQR1 (updates to be highlighted)</i> <i>Summary of KPIs/Targets to be approved</i> <i>Curriculum and Guidance Update</i> <i>To include recommendation for the Corporation:</i> <i>(c) to approve the Whole College Self Assessment Report</i> <i>(d) to approve the Child Protection and Safeguarding Policy</i>	For consideration and approval	Roy Bowden/ Steve Foden	6.35pm
	Resources Matters			
17-18.107	Resources Committee report and recommendations. <i>(a) To include recommendation to approve Terms of Reference</i> <i>(b) To include Management Accounts.</i> <i>(c) To include marketing update</i> <i>(d) To include budget holder strategy</i>	For consideration and approval	Jo Fowler/ Charlie Griggs	6.50pm
	Audit Matters			

17-18.108	Audit Committee report and recommendations; <i>(a)-to include recommendation to approve Terms of Reference</i> <i>(b)-to include 1) recommendation to approve the Annual report of the Audit Committee before then 2) approval and signature of Annual Accounts by the Principal and Chair of Governors</i>	For consideration and approval	Val Ellis/ Charlie Griggs	7.00pm
	Confidential: Remuneration Matters			
17-18.109	Remuneration Committee report and recommendations; <i>-to include recommendation to approve Terms of Reference</i>	For consideration and approval	Paul Amoo	7.10pm
	Search Matters			
17-18.110	Search Committee report and recommendations; <i>-to include recommendation to approve Terms of Reference</i>	For approval	Clerk	7.15pm
17-18.111	Report of Chair and / or Vice Chair of Governors to include; (a) Results of Chairs appraisal (b) Link meeting outcomes (c) Scheme of delegation (d) Governance Action Plan March 2017-19 Review	For consideration	Paul Amoo / Roy Bowden	7.17pm
17-18.112	Student Governors report Appointment of new Student Union.	For information	Student Governor /s	7.25pm
17-18.113	Teaching and learning/WDP/CDD report; <i>-to include a review of governor visits to lessons.</i>	For information	Steve Foden	7.30pm
17-18.114	Equality and Diversity Staffing Annual Report.	For approval	Paul Riley/ Olivia Blake	7.35pm
Policy Updates for Approval				
17-18.115	Policy of attendance of non-members at meetings of the Corporation or its committees	For approval	Joanna Cox	7.40pm
Corporation Business Planning				
17-18.116	How have we been a critical friend? Have our decisions recognised or influenced any of our 10 College Promises?		Chair	7.42pm
17-18.117	Any other business To be notified to the Clerk or Chair		Chair	7.44pm
17-18.118	Items for Future Discussions Members are asked to suggest any issues / items that they would like to discuss at a future meeting of the Corporation.		Clerk	7.45pm

17- 18.119	Date of the Next Meeting 05.02.18 Resources 17.00 05.03.17 Quality 16.30 12.03.18 Audit 16.30 19.03.18 Corporation 17.30		Clerk	
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