

CORPORATION MEETING

**To be held on Tuesday 16 July 2019 at 5.30 p.m.**

**in Room O2.03, Osprey House, Redditch**

**(Preceded by Audit Committee training from the College Auditors at 4.30pm)**

**AGENDA**

| **Item:** | **Start:** |  | **Page:** | **Lead:** |
| --- | --- | --- | --- | --- |
| **36.0** | **5.30** | Apologies | **–** | **Clerk** |
|  |  |  |  |  |
| **36.1** |  | Declarations of Interest | **–** | **Chair** |
| **i)** |  | Members are asked to **declare** any Interests, financial or otherwise, which they may have in any Agenda Item |  |  |
|  |  |  |  |  |
| **36.2** |  | **Corporation Concerns** |  | Chair |
| **i)** |  | Members are invited to raise any issues which they wish to discuss in the absence of College Management |  |  |
|  |  |  |  |  |
|  |  | *The Principal and College Senior Leadership Team members will join the meeting at this point* |  |  |
|  |  |  |  |  |
| **36.3** | **5.45** | Minutes of the Last Meeting | **6** | **Chair** |
| **i)** |  | To **approve** the Minutes of the meeting held on 11 June 2018 |  |  |
|  |  |  |  |  |
| **36.4** | **5.50** | **Matters Arising** | **18** | **Clerk** |
| **i)** |  | To **monitor** action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings and Notes of workshops |  |  |
|  |  |  |  |  |
| **36.5** |  | **Determination of any Other Urgent Business** | **–** | **Chair** |
|  |  |  |  |  |
| **36.6** | **5.55** | PRINCIPAL’S REPORT | **21** |  |
| **i)** |  | **Principal’s Update for Governors** | **22** | **P** |
| **ii)** |  | **Curriculum and Quality Key Performance Indicators** | **25** | **P** |
| **iii)** |  | **Financial Key Performance Indicators and Management Accounts Summary** | **28** | **DF** |
|  |  |  |  |  |
|  |  | To **receive** the Principal’s Update and **monitor** progress against targets |  |  |
|  |  |  |  |  |
|  |  | **STRATEGIC FOCUS** |  |  |
| **36.7** | **6.10** | **Learner Voice** | **37** | **VPDCEO** |
| **i)** |  | To **receive** the Learner Voice Report for 2018/19, including the Student Satisfaction Survey overview; Learner Voice Action Plan | **39**  **SP** |  |
|  |  |  |  |  |
|  |  | **TEACHING LEARNING AND ASSESSMENT** |  |  |
|  |  | **External Partnerships** |  |  |
| **36.8** | **6.20** | **Subcontracting Performance Report** |  | **DFDEC** |
| **i)** |  | To **monitor** partner performance/ quality outcomes to date in 2018/19 | **60** |  |
| **ii)** |  | To **determine** that the proposed subcontracting partners are of high quality and low risk and review and approve the list of proposed partners, subcontracting fees and draft subcontracting contract Maximum Contract Values for 2019/20 | **63**  **64** |  |
| **iii)** |  | To **approve** the revised Partner Management Fees Policy (Supply Chain Fees and Charges Policy) for 2019/20 | **65** |  |
| **iv)** |  | To **authorise** the Chair and the Principal (as Chief Accounting Officer) to sign the Partner Management Fees Policy and subcontracting fees for 2019/20 |  |  |
|  |  |  |  |  |
|  |  | *The Director, Funding, Data and External Contracts will leave the meeting at this point* |  |  |
|  |  |  |  |  |
| **36.9** | **6.30** | **Value Added - Student Progress** | **70** | **P** |
| **i)** |  | To receive a summary report of progress including qualitative reflections from student surveys and reflections from learning walk observations and dialogue |  |  |
|  |  |  |  |  |
| **36.10** | **6.40** | **Higher Education - Academic Board** | **81** |  |
| **i)** |  | To **receive** the Minutes of the Academic Board meeting held on 9 May 2019, verbally reported on 11 June 2019 |  |  |
|  |  |  |  |  |
| **36.11** | **6.45** | **Quality Group** | **89** | **QG** |
| **i)** |  | To receive the full year report from the Quality Group |  | **Chair/**  **P** |
|  |  |  |  |  |
| **36.12** | **6.50** | **Ofsted Education Inspection Framework** | **91** | **P** |
|  |  | To **receive** the Education Inspection Framework | **93** |  |
|  |  |  |  |  |
| **36.13**  **-**  **36.17** | **6.55** | **CONFIDENTIAL ITEMS**  See separate Agenda and papers |  |  |
|  |  |  |  |  |
|  |  | **AUDIT COMMITTEE** |  |  |
| **36.18** | **7.30** | **Audit Committee Minutes** | **107** | **AC** |
| **i)** |  | To receive the Minutes of the Audit Committee meeting on 25 June 2019, noting the Audit Committee’s advice |  | **Chair** |
|  |  |  |  |  |
|  |  | **Audit Committee Recommendations** |  | **AC** |
|  |  | To **approve** the following items, on the recommendation of the Audit Committee: |  | **Chair** |
| **ii)** |  | The Internal Audit Strategy 2019/20- 2021/22 and Plan for 2019/20 | **109** |  |
| **iii)** |  | The Financial Statements Audit Plan and Strategy for the year ending 31 July 2019 | **126** |  |
| **iv)** |  | Changes to the Value for Money Policy | **SP** |  |
|  |  |  |  |  |
|  |  | **GOVERNANCE** |  |  |
|  |  |  |  |  |
|  | **7.35** | *The Vice Chair nominees will leave the meeting at this point* |  |  |
|  |  |  |  |  |
| **36.19** | **7.40** | **Vice Chair Election/ Appointment** | **–** | **Chair** |
| **i)** |  | To **note** the nominations received for the role of Vice Chair and to **appoint/reappoint** the Corporation Vice Chair for 2019/20 – 2020/21 |  |  |
|  |  |  |  |  |
|  |  | *The Vice Chair nominees will return to the meeting and the Chair will inform them of the election results* |  |  |
|  |  |  |  |  |
| **36.20** | **7.45** | **Corporation Self Assessment** | **–** | **Chair** |
| **i)** |  | To **note** progress in completing the one to one reviews with the Chair |  |  |
|  |  |  |  |  |
| **36.21** |  | **Students’ Union Officers** | **160** | **Chair** |
| **i)** |  | To **note** the results of the Students’ Union Elections |  |  |
|  |  |  |  |  |
| **36.22** |  | **Any Other Urgent Business** | **–** | **Chair** |
|  |  |  |  |  |
| **36.23** | **7.50** | **Meeting Reflection and Thanks** | **–** | **Chair** |
| **i)** |  | * To **review** the meeting and **consider** how best to capture meeting feedback in 2019/20 * To **thank** outgoing and continuing Governors |  |  |
|  |  |  |  |  |
| **36.24** | **7.55** | **Date and Time of Next Meeting** | **–** | **Chair** |
| **i)** |  | Corporation Workshop: Tuesday 10 September 2019, 5.00pm for 5.30pm, 02.03 Osprey House, Redditch |  |  |
| **ii)** |  | Tuesday 8 October 2019, 5.00pm for 5.30pm, The Source, All Saints Building, Worcester |  |  |
|  |  |  |  |  |
|  |  | *If the Corporation so resolve, in accordance with Instrument 13 of the Instrument and Articles of Government, the Staff and Student Governors will leave the meeting at this point* |  |  |
|  |  |  |  |  |
| **36.25 – 36.27** | **8.00** | **RESTRICTED CONFIDENTIAL ITEMS** |  |  |
|  |  | See separate Agenda and Papers |  |  |
|  |  |  |  |  |
|  |  | *The Principal and Senior Leadership Team members will leave the meeting at this point* |  |  |
|  |  |  |  |  |
| **36.28** |  | **X RESTRICTED CONFIDENTIAL ITEMS** |  |  |
|  |  | See separate Agenda and Papers |  |  |
|  |  |  |  |  |

Sue Frost

Clerk to the Corporation

12 March 2019

Last Update: 1 July 2019