HEART OF WORCESTERSHIRE COLLEGE

CORPORATION MEETING

To be held on Tuesday 27 March 2018 at 5.30pm following GDPR Training at 4.45pm

in Room 02.03 Osprey house, Redditch

AGENDA

The meeting will be preceded by a Training Item:

4.45	**The General Data Protection Regulations** To **receive** training from Louise Tweedie, Risk Assurance Director, RSM Risk Assurance Services LLP		**RSM**
5.15	To **ask** questions of Louise Tweedie, Julia Breakwell the Assistant Principal, Information Systems and Student Experience and John Littler, the College Data Protection Officer *The Risk Assurance Director, RSM Risk Assurance Services LLP, the Assistant Principal, Information Systems and Student Experience and the College Data Protection Officer will leave the meeting at this point*		**DPO**

Item:	Start:		Page:	Lead:
28.1	**5.30**	**Apologies**		**CC**
28.2 **i)**		**Declarations of Interest** Members are asked to **declare** any Interests, financial or otherwise, which they may have in any Agenda Item		**Chair**
28.3 **i)**		**Minutes of the Last Meeting** To **approve** the Minutes of the meeting held on 6 February 2018	**6**	**Chair**
28.4 **i)**	**5.35**	**Matters Arising** To **monitor** action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings and Notes of workshops	**13**	**Chair**
28.5		**Determination of any other Urgent Business**		**Chair**

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28.6	**5.40**	**PRINCIPAL'S REPORT**	**16**	
i)		**Principal's Update for Governors**	**17**	**P**
ii)		**Curriculum and Quality Key Performance Indicators**	**22**	**VPCQ**
iii)		**Financial Key Performance Indicators**	**26**	**VPCR**
		STRATEGIC FOCUS		
28.7	**5.50**	**Ofsted Report**	**28**	**VPCQ/**
i)		To **receive** the Ofsted Report and **discuss** the next steps		**APHES**
28.8	**6.00**	**College Improvement Plan**	**47**	**VPCQ**
i)		To **monitor** progress against the January Milestones in the College Improvement Plan	**49**	
		TEACHING LEARNING AND ASSESSMENT		
28.9	**6.10**	**Quality Group**	**59**	**QG**
i)		To **receive** the Notes of the Quality Group meeting held on 28 February 2018		**Chair**
28.10	**6.15**	**Qualification Achievement Report 2016/17**	**60**	**APHES**
i)		To **monitor** College Qualification Success Rates against sector national average data	**61**	
28.11	**6.25**	**Performance Measures 2016/17**	**63**	**APHES**
i)		To **receive** a report on performance measures and data for 2016/17		
28.12	**6.35**	**Observation of Teaching and Learning**	**64**	**VPCQ**
i)		To **monitor** Observation of Teaching and Learning outcomes to date in 2017/18	**66**	
28.13	**6.40**	**Learner Destinations and Progression Report**	**73**	**APHES**
i)		To **monitor** learner destinations and progression	**74**	
28.14	**6.45**	**Higher Education Academic Board**	**79**	**Gov**
i)		To **receive** the Minutes of the Academic Board meeting held on 12 December 2017		**Member**
		EXTERNAL PARTNERSHIPS		
28.15	**6.50**	**Subcontracting Performance Report**	**86**	**VPCQ**
i)		To **monitor** partner performance/ quality outcomes to date in 2017/18	**87**	
		PEOPLE		
28.16	**6.55**	**Investors in Diversity**	**89**	**APHES**
i)		• To **note** key results from the Staff Survey • To **note** the results of the Investors in Diversity Re-Accreditation	**91**	
28.17	**7.00**	**Equality and Diversity Action Plans**	**113**	**APHES**
i)		• To **monitor** the Equality Action Plan against Targets	**114**	
		• To **monitor** the Equality and Diversity Impact Measures (EDIMs) Action Plan	**119**	

Item:	Start:		Page:	Lead:
		AUDIT		
28.18	**7.05**	**Audit Committee**	**122**	**AC**
i)		To **receive** the Minutes of the Audit Committee meeting on 12 March 2018, noting the Audit Committee's advice	**SP**	**Chair**
		Audit Committee Recommendations		**AC**
		To **approve** the following items, on the recommendation of the Audit Committee:		**Chair**
ii)		• Strategic Risk Register – Spring Term Update	**123**	
iii)		• Anti-Bribery Policy	**SP**	
iv)		• Fraud Policy	**SP**	
		GOVERNANCE		
28.19	**7.10**	**Governance and Search Committee**	**135**	**GSC**
i)		To **receive** the Minutes of the meeting held on 13 February 2018 and **note** the Committee's advice	**SP**	**Chair**
		Governance and Search Committee Recommendations		**GSC Chair**
ii)		**Appointments** To **appoint:** • Fiona Hellowell as a Member and Chair of the Quality Group (accepting the resignation of Fiona Hellowell from the Governance and Search Committee) • Susannah Twigg as a Member of the Quality Group • Denis Miles as a Member of the Quality Group • Lucy Hodgson as Vice Chair of the Audit Committee • Laura Marsh as a Member of the Governance and Search Committee		
iii)	**7.15**	**The role and status of "Groups"** To **confirm** the "Groups" as "Groups" - joint co-operative bodies outside the Corporation Committee Structure To **rescind** the Terms of Reference for the Quality Group and Estates Task and Finish Group To **note** that the Groups will establish new operating terms and will no longer be serviced by the Clerk to the Corporation		**GSC Chair**
iv)	**7.20**	**Governance Documents** To **approve** the following items, on the recommendation of the Governance and Search Committee: • The revised Governor Role Description and Person Specification • The revised Statement of Governance Principles and Scheme of Delegation • Eversheds' Fifteenth Code of Conduct for Governors and Co-opted Committee Members	**SP** **137** **146** **161**	**GSC Chair**
28.20	**7.25**	**Workshop**		**Chair**
i)		• To **note** that a short meeting will be required on the date of the April Workshop • To **consider** possible workshop topics		

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28.21 **i)**	**7.30**	**Corporation Calendar** To **consider** the draft Corporation meeting schedule for 2018/19	**181**	**CC**
28.22		**Any Other Urgent Business**		**Chair**
28.23 **i)**	**7.35**	**Meeting Reflection** To **review** the meeting and **consider** Governor "impact"		**Chair**
28.24 **i)** **ii)**		**Date and Time of Next Meeting** **TBC:** Tuesday 24 April 2018, short Corporation meeting and Corporation Workshop, 5pm for 5.30pm, The Source, Worcester Tuesday 22 May 2018, 5pm for 5.30pm, the Function Room, Peakman Building, Redditch	**-**	**Chair**
28.25 **-** **28.29**	**7.40**	**CONFIDENTIAL ITEMS** See separate Agendas and papers *In accordance with Instrument 13 of the Instrument and Articles of Government, if the Corporation so resolve, the Staff and Student Governors will leave the meeting at this point*		
28.30 **-** **28.31**	**7.55**	**RESTRICTED CONFIDENTIAL ITEMS** See separate Agenda and papers *The attendees will leave the meeting at this point*		
28.32	**8.05**	**RESTRICTED CONFIDENTIAL ITEMS** See separate papers		

Sue Frost
Clerk to the Corporation
8 January 2018
Last update: 19 March 2018