



## CORPORATION MEETING

To be held on Tuesday 9 October 2018 at 5.30pm

in The Source, All Saints Building, Worcester

### AGENDA

Item:	Start:		Page:	Lead:
31.1	5.30	<b>Apologies and Appointments</b> In accordance with Governance and Search Committee recommendations: <ul style="list-style-type: none"> <li>• To <b>APPOINT</b> Tony Ciriello to the Corporation as a Governor, for a four year Term of Office from 1 August 2018 - 31 July 2022</li> <li>• To <b>APPOINT</b> Tony King to the Corporation as a Governor, for a four year Term of Office from 1 August 2018 - 31 July 2022</li> <li>• To <b>APPOINT</b> Sue Nicholls to the Corporation as a Governor, for a four year Term of Office from 1 August 2018 - 31 July 2022</li> </ul> <p><i>The new Governors will join the meeting at this point</i></p>	-	CC
31.2		<b>Declarations of Interest</b> Members are asked to <b>declare</b> any Interests, financial or otherwise, which they may have in any Agenda Item	-	Chair
31.3		<b>Minutes of the Previous Meeting</b> i) To <b>approve</b> the Minutes of the meeting held on 17 July 2018 ii) To <b>approve</b> the Notes of the Workshop held on 11 September 2018	6 13	Chair Chair
31.4	5.35	<b>Matters Arising</b> i) To <b>monitor</b> action taken and remaining to be taken in respect of Matters Arising from the Minutes of meetings and Notes of workshops	18	CC
31.5		<b>Determination of any other Urgent Business</b>		Chair
31.6	5.40	<b>Principal's Report</b> i) <b>Principal's Update for Governors</b> ii) <b>Curriculum and Quality Key Performance Indicators and Targets for 2018/19</b> iii) <b>Financial Key Performance Indicators</b> iv) <b>Learner Number Update</b>	21 22 24 To Follow 28	 P P/ DQHEP DF DF

Item:	Start:		Page:	Lead:
v)		<b>Health and Safety Update – Term 3 2017/18 year</b> To <b>receive</b> the Principal's Update and <b>monitor</b> progress against targets	29	VPDCE
<b>STRATEGIC FOCUS</b>				
31.7	6.00	<b>College Self Assessment Report</b>	To Follow	P/ DQHEP
i)		<ul style="list-style-type: none"> <li>To <b>consider</b> the Draft College Self Assessment Report for 2017/18</li> <li>To <b>note</b> that a final version will return to the Corporation for approval on 4 December 2018</li> </ul>		
31.8	6.10	<b>College Improvement Plans</b>	To Follow	P/ DQHEP
i)		<ul style="list-style-type: none"> <li>To <b>monitor</b> progress against the College Improvement Plan for 2017/18</li> </ul>		
ii)		<ul style="list-style-type: none"> <li>To <b>approve</b> the College Improvement Plan milestones for 2018/19</li> </ul>		
<b>TEACHING LEARNING AND ASSESSMENT</b>				
31.9	6.20	<b>College Strategic Plan</b>	33	P/ DQHEP
i)		<ul style="list-style-type: none"> <li>To <b>consider</b> progress in 2017/18 against the Strategic Plan Objectives</li> </ul>		
31.10	6.30	<b>Student Standards Policy 2018/19</b>	35	VPDCE
i)		To <b>approve</b> changes to the Student Standards Policy		
31.11	6.35	<b>Accolades and Complaints</b>		P/ DQHEP
		To <b>receive</b> the Accolades and Complaints Report 2017/18	45	
31.12	6.40	<b>Quality Group</b>		QG Chair
i)		To <b>note</b> the Terms of Reference of the Quality Group	46	
31.13	6.45	<b>Governor Insight Scheme</b>		GIS Gov Champion
i)		To <b>approve</b> changes to the Governor Insight Scheme	48	
ii)		To <b>receive</b> a summary of Summer Term and 2017/18 activity from the Governor Insight Scheme Champion	50	
<b>PEOPLE</b>				
31.14	6.50	<b>Safeguarding/Prevent</b>		VPDCE
i)		<b>Safeguarding Policies and Prevent Strategy</b> To <b>approve</b> the 2018/19 Safeguarding Policy (incorporating Child Protection and Prevent)	52	
ii)		<b>Revised Department for Education Guidance</b> To <b>read</b> and <b>follow</b> Keeping Children Safe in Education: Statutory guidance for schools and colleges	63 Separate Paper	CC/ VPDCE
<b>GOVERNANCE</b>				
31.15	7.00	<b>Governance and Search Committee</b>	65	GS Chair
i)		To <b>receive</b> the Minutes of the Governance and Search Committee meeting held on 24 July 2018 and <b>approve</b> Governance and Search Committee recommendations		
ii)		To <b>receive</b> the Minutes of the Governance and Search Committee meeting held on 25 September 2018 and	67	

Item:	Start:		Page:	Lead:
		<b>approve</b> Governance and Search Committee recommendations		
<b>31.16</b>	<b>7.10</b>	<b>Corporation Self-Assessment</b>	<b>75</b>	<b>Chair/CC</b>
<b>i)</b>		<b>Governor Attendance</b> To <b>monitor</b> Governor attendance in 2017/18 and <b>approve</b> a target for 2018/19	<b>77</b>	
<b>ii)</b>		<b>2017/18 Corporation Improvement Plan</b> To <b>monitor</b> progress against the Corporation Improvement Plan	<b>80</b>	
<b>iii)</b>		<b>2018/19 Governance Improvement Plan</b> To <b>consider</b> and <b>approve</b> the Governance Self-Assessment Action Plan for 2018/19	<b>87</b>	
<b>iv)</b>		<b>Corporation Self Assessment – Self Assessment Report</b> <ul style="list-style-type: none"> <li>To <b>consider</b> and <b>approve</b> the draft words related to Governors submitted for use in the College Self-Assessment Report</li> <li>To <b>note</b> that the draft Corporation Self Assessment wording has been incorporated into the Leadership and Management section of the College Self Assessment Report</li> <li>To <b>delegate</b> authority to the Chair and Vice Chair to approve any final wording changes</li> </ul>	<b>90</b>	
<b>v)</b>		<b>Corporation Self Assessment – Financial Statements</b> <ul style="list-style-type: none"> <li>To <b>consider</b> and <b>approve</b> the words and grade for the Corporation’s performance submitted for inclusion in the College Financial Statements</li> <li>To <b>delegate</b> authority to the Chair and Vice Chair to approve any final wording changes</li> </ul>	<b>97</b>	
<b>31.17</b> – <b>31.20</b>	<b>7.20</b>	<b>CONFIDENTIAL ITEMS</b> See separate Agenda and papers		
<b>31.21</b>	<b>7.35</b>	<b>Corporation Away Event</b> To <b>consider</b> the programme for 23 – 24 November 2018		<b>Chair</b>
<b>31.22</b>		<b>Any Other Urgent Business</b>	–	<b>Chair</b>
<b>31.23</b> <b>i)</b>		<b>Meeting Reflection</b> To <b>review</b> the meeting and <b>consider</b> Governor “impact”	–	<b>Chair</b>
<b>31.24</b> <b>i)</b> <b>ii)</b>		<b>Date and Time of Next Meeting</b> Tuesday 4 December 2018, 5pm for 5.30pm, The Function Room, Peakman Building, Redditch Tuesday 11 December 2018, 5.45pm for 6.00pm, The Source, All Saints Building, Worcester	–	<b>Chair</b>

*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*

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**31. 25 7.45 RESTRICTED CONFIDENTIAL ITEMS**

- See separate Agenda and papers

**31.26**

*The Principal and Clerk to the Corporation will leave the meeting at this point. The remaining Members present shall appoint a Clerk from amongst themselves to take the Minutes of this part of the meeting*

**31. 27 7.50 RESTRICTED CONFIDENTIAL ITEM**

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**31.29**

See separate Agenda and Papers

Sue Frost

Clerk to the Corporation

25 July 2018

Last update: 1 October 2018