HEART OF WORCESTERSHIRE COLLEGE

CORPORATION MEETING

To be held on Tuesday 11 February 2020 at 5.30pm

in Room O2.03, Osprey House, Redditch

AGENDA

Item:	Start:		Page:	Lead:
39.1	**5.30**	**Training Item: Governor Responsibilities for Health and Safety** To **receive** a presentation from Hettle Andrews and ask questions	**–**	**Chair**
39.2	**6.10**	**Corporation Private Session** 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*		
39.3	**6.20**	**Apologies**	**–**	**Chair**
39.4 i)		**Declarations of Interest** Members are asked to **declare** any Interests, financial or otherwise, which they may have in any Agenda Item	**–**	**Chair**
39.5 i)		**Minutes of the Last Meeting** To **approve** the Minutes and Confidential Minutes of the meeting held on 17 December 2019	**5**	**Chair**
39.6 i)	**6.25**	**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	**21**	**Chair**
39.7		**Determination of Any Other Urgent Business**	**–**	**Chair**
39.8	**6.30**	**PRINCIPAL'S REPORT**	**25**	
i)		**Principal's Update for Governors** To include **noting** the Annual Report of Her Majesty's Chief Inspector of Education, Children's Services and Skills 2018/19	**26**	**P**

Item:	Start:		Page:	Lead:
ii)		**Curriculum and Quality Key Performance Indicators**	**31**	**VPVTE**
iii)		**Financial Key Performance Indicators and Management Accounts Summary**	**37**	**DF**
iv)		**Learner Number Update**	**46**	**DF**
v)		**Health and Safety Update – Term 1 2019/20**	**47**	**VPDCE**
		To **consider** the Principal's Report and monitor progress against targets		
		STRATEGIC FOCUS		
39.9	**6.45**	**Matrix**		**VPISSE**
i)		To **receive** a presentation on the Matrix reaccreditation		
ii)		To **receive** the Matrix Report	**SP**	
		The Vice Principal Information Systems and Student Experience will leave the meeting at this point		
39.10	**7.05**	**Integrated Financial Model for Colleges (IFMC)**	**49**	**VPDCE**
i)		To **note** the content of the letter sent from the CFDG to the ESFA.		**DF**
		To **receive** an update on the current position regarding the IFMC completion and submission and to **note** forecast data and assumptions to be included within the IFMC for submission to the ESFA.		**VPDCE** **DF**
		TEACHING LEARNING AND ASSESSMENT		
39.11	**7.25**	**HE, Management & Professional Quality Improvement Plan 2019-20**	**55**	**APHESD**
i)		To **monitor** progress against the Semester 1 actions for 2019/20	**56**	
		GOVERNANCE	**66**	
39.12	**7.30**	**Governance and Search Committee**		**GSC**
i)		To **approve** the Minutes of the meeting held on 28 January 2020 and **approve** Governance and Search Committee recommendations	**SP**	**Chair**
ii)		**Governor Recruitment**	**68**	**GSC**
		To **note** progress with Governor recruitment		**Chair**
iii)		**Governance Improvement Plan**	**SP**	**GSC**
		To **note** that the Governance and Search Committee has monitored progress against the Governance Improvement Plan Milestones for 2019/20		**Chair**
iv)		**Governor Insight Scheme – Autumn Term 2019**	**69**	**GIS Gov**
		To **receive** a summary of activity from the Governor Champion		**Champion**

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39.13 i)	**7.35**	**Corporation Workshop** To **consider** possible workshop topics for 16 June 2020	**70**	**Chair**
39.14 i)	**7.40**	**Corporation Training Update** To **note** feedback from recent Conferences and Training Events: AoC/ETF Governance Professionals Conference 23 January 2020 AoC Midlands Regional Conference 4 February 2020	**SP**	**CC** **Vice Chair**
39.15 i)		**Corporation Calendar** To **consider** the draft Corporation meeting schedule for 2019/20	**To follow**	**Chair**
39.16		**Any Other Urgent Business**	**–**	**Chair**
39.17 i)	**7.45**	**Identification of Confidential Items** To **identify** items to be recorded in Confidential Minutes	**–**	**Chair**
39.18 i)		**Date and Time of Next Meeting** Tuesday 24 March 2020, Corporation Dinner 5pm for 5.15pm, The Source, Worcester, followed by the meeting at 6.30pm *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*	**–**	**Chair**
39.19 – 39.20	**7.50**	**RESTRICTED CONFIDENTIAL ITEMS** See separate Agenda and Papers		

Sue Frost
Clerk to the Corporation
7 January 2020
Last update: 3 February 2020