

CORPORATION MEETING

To be held on Tuesday 15 December 2020 at 17:30
via Microsoft Teams

AGENDA

Item:	Start:		Page:	Lead:
45.1	17:30	Welcome and Apologies		Clerk
45.2	17:30	Declarations of Interest Members are asked to declare any Interests, financial or otherwise, which they may have in any Agenda Item		Chair
45.3	17:30	Minutes of the Last Meeting To approve the Minutes of the meeting held on 13 October 2020		Chair
45.4	17:35	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		Clerk
45.5	17:40	Determination of any Other Urgent Business		Chair
45.6	17:40	PRINCIPAL'S REPORT		
		a. Principal's Update for Governors		SL
		b. Curriculum and Quality Key Performance Indicators		SL
		• Final 2019/20 performance against targets and national statistics (where available)		
		• 2020/21 year to date performance against targets		
		c. Financial Key Performance Indicators and Management Accounts Summary		CC
		d. Learner Number Update		CC
		To receive the Principal's Update and monitor progress against targets		
45.7	18:10	EXTERNAL PARTNERSHIPS Subcontracting To monitor partner performance/ quality outcomes for 2020/21		TG
45.8	18:15	Employer Satisfaction Survey To monitor Employer Satisfaction		TG
45.9	18:20	STRATEGIC FOCUS Audit Committee To receive the Minutes of the Audit Committee meeting on 1 December 2020, noting the Audit Committee's advice		Audit Chair

Item:	Start:		Page:	Lead:
45.10	18:25	Audit Committee Annual Report To receive the Audit Committee's Report to the Corporation for the year ended 31 July 2020		Audit Chair
45.11	18:30	Audit Committee Recommendations a. To receive the following items, on the recommendation of the Audit Committee: <ul style="list-style-type: none"> • The Internal Audit Annual Report 2019/20 from RSM • The revised External Audit Report from KPMG • The Teachers' Pension Statement from KPMG • The Regularity Self-Assessment Questionnaire b. To approve the following items, on the recommendation of the Audit Committee: <ul style="list-style-type: none"> • The Audit Representation Letter • The Engagement Letter with KPMG • The revised Audit Committee Terms of Reference • The Risk Management Annual Report 2019/20 • The Risk Management Plan 2020/21 • The Strategic Risk Register – Autumn Term 2020 • College Financial Statements for the year ended 31 July 2020 c. To take the following action on the recommendation of the Audit Committee: <ul style="list-style-type: none"> • To monitor the Procurement Report as recommended by the Audit Committee d. To approve the Santander Agreement amendment		Audit Chair
45.12	18:50	Remuneration Committee a. To approve the following items, on the recommendation of the Remuneration Committee: <ul style="list-style-type: none"> • The revised Remuneration Committee Terms of Reference b. To receive the Remuneration Committee's Report to the Corporation for the year ended 31 July 2020		RC Chair
45.13	18:55	Governance and Search Committee To receive the Minutes of the meeting held on 3 November 2020 and action Governance and Search Committee recommendations, to approve: <ul style="list-style-type: none"> • The revised Governance and Search Committee Terms of Reference • The Committee Cycle of Business • Governance Improvement Plan 20/21 		Chair
45.14	19:00	TASK AND FINISH GROUPS To approve the Terms of Reference for the 3 Task & Finish Groups		Chair

Item:	Start:		Page:	Lead:
45.15	19:05	Subsidiary Company Financial Statements To note that Molinna Limited and NEWCEL have not traded during the year, that the Annual General Meetings for these companies will be held on 16 December 2020 and the Financial Statements for the year ended 31 July 2020 were noted by the Audit Committee		Chair
45.16	19:10	Students' Union Annual Report a) To approve the Students' Union Annual Report for the year ended 31 July 2020 b) To approve the Students' Union Financial Statements for year ended 31 July 2020		JB
TEACHING LEARNING AND ASSESSMENT				
45.17	19:15	College Self-Assessment Report To approve the final Self-Assessment Report for 2019/20		CS
45.18	19:20	College Strategic Plan To monitor progress against detailed Strategic Plan Objectives for Autumn 2020		PR
Higher Education				
45.19	19:25	a) Academic Board To receive the Minutes of the Academic Board meeting on 16 November 2020		PR
		b) Higher Education Self-Evaluation Document • To approve the Higher Education Self-Evaluation Document 2020/21 (includes the HE Annual Provider Review)		PR
		c) Higher Education Action Plan • To approve the 2020/21 Higher Education Action Plan		PR
FINANCE AND MANAGEMENT INFORMATION				
45.20	19:40	Education and Skills Funding Agency (ESFA) Financial Health Review To review the ESFA Financial Health Review and College Dashboard		CC
PEOPLE				
45.21	19:40	Human Resource Report 2019/20 To monitor staff turnover, sick absence data gender pay gap reporting and performance management.		NW
45.22	19:45	Safeguarding Report 2019/20 To receive the Safeguarding Annual Report for 2019/20		JB
45.23	19:50	Prevent Strategy, Risk Assessment and Action Plan To approve the Prevent Strategy, Risk Assessment and Action Plan for 2020/21		JB

Item:	Start:		Page:	Lead:
45.24	19:55	Equality and Diversity a) To receive the Equality and Diversity Annual Report for 2019/20 b) To approve the Equality and Diversity Objectives and the Equality and Diversity Impact Measures (EDIMs) and Action Plan for 2020/21		PR
45.25	20:00	Quality Improvement Strategy To approve the Quality Improvement Strategy 2020-23		PR
45.26	20:05	Any Other Urgent Business		Chair
45.27	20:05	Date and Time of Next Meeting Tuesday 26 January 2021, 17:30		Chair
45.28- 45.29	20:05	CONFIDENTIAL ITEMS See separate Agenda and Papers		Chair
		<i>Staff and Student Governors will leave the meeting at this point</i>		
45.30- 45.31	20:15	RESTRICTED CONFIDENTIAL ITEMS See separate Agenda and Papers		Chair

Kay Kavanagh
Clerk to the Corporation