

Notice is hereby given to members that a meeting of the Corporation will be held on
Wednesday 15 December 2021 at 6pm – VIA ZOOM

Natalie Watt, Clerk to the Corporation

8 December 2021

Chair: Andrew Baird

Members: Dr Barbara Spittle, Dr Andrew Gilchrist, Fred Gray, Melanie Harding, Lee Chantry, Jeanette Bell, Hilary Omissi, Bob Pickles, Mary Hughes, Nicholas Woolf, Jackie Pearson.

Staff Member: Lee Chantry

Principal and Chief Executive: Christine Ricketts

Officers in Attendance:

Sarah Glasspool, Executive Director Finance, Resources & People Performance

Officers in Attendance for Presentation of specific Agenda Items only:

Terrie Carter, Executive Director, Curriculum

Andy Russell, Executive Director, Student Support & Stakeholder Relationships

Sarah Clancy, Director of Quality & Standards

PART ONE

Item	Description	Presented by	TIME
	Standing Agenda Items		6.00pm
1	Action in the Event of Fire Arrangements will be the responsibility of individuals as participation is via ZOOM.	Clerk	
2	Welcome and Apologies	Chair	6.15 pm
3	Declarations of Interest Members and officers are reminded to declare any personal or financial interest in any item to be considered during the meeting.	Clerk	
4	Notification of Any Other Business <ul style="list-style-type: none"> • Ratification of the Appointment of Judy Peck as an Academic Staff Governor for a four-year term of office. 	Chair	
5	i)PART ONE Minutes of the meeting held on the 20th October 2021.	Chair	
6	Matters Arising i)PART ONE of the meeting held on 20th October 2021.	Chair	
	STRATEGIC REPORTS		
7	Principal & CEO Report To receive a report for information and comment from the Principal & Chief Executive.	Principal & CEO	
8	Strategic Plan & College KPI Report	Principal & CEO	

	To receive a report seeking approval of the revised Strategic Plan outcomes for 2020/21 and agree the KPI's for 2021/22.		
9	Self-Assessment Report (SAR) 2020/21 & College Improvement Plan 2021/22. To receive the above reports for Approval.	Director of Quality & Standards	
10	Learner Voice To receive a report for information.	Executive Director Student Support & Stakeholder Engagement	
11	Safeguarding To receive the Annual Safeguarding Report for information.	Executive Director Student Support & Stakeholder Engagement	
12	Risk Management Report & Risk Register To receive the report for information and approval.	Executive Director Finance, Resources & People Performance	
	FINANCIAL REPORTS		
13	October Management Accounts To receive the accounts for approval as recommended by the Resources Committee.	Executive Director Finance, Resources & People Performance	
14	Draft Annual Report & Draft Financial Statements 2020/21 To receive the following for information and comment: i) Draft Financial Statements including: • Report of the Governing Body • Statement of regularity, propriety & Compliance • Statement of responsibilities of Members of the Governing Body ii) Annual Report of the Internal Auditors iii) Buzzacotts Post Audit Management Letter & Auditors Report iv) Draft Annual Report of the Audit Committee	Executive Director Finance, Resources & People Performance Buzzacotts Chair of the Audit Committee	
	COMMITTEE REPORTS AND MINUTES		
15	Search & Governance Committee Part One. 15i Minutes of the meeting on 2 November 2021 15ii Verbal Report of the Chair of the Committee 15iii Governance Update Report 2021/22 Constitution, Membership & Committees. (Standing Orders and Terms of Reference available in an appendix folder) 15iv Governor Self-Assessment Report & Quality Improvement Plan 2020/21 and Proposals for a Draft	Chair of the Search and Governance Committee Clerk to the Corporation Clerk to the Corporation	

	<p>Quality Improvement Plan for 2021/22.</p> <p>15.v Governors Attendance To receive a report on attendance for 2020/21 and to agree Key Performance Indicators for 2021/22.</p>	<p>Clerk to the Corporation</p> <p>Clerk to the Corporation</p>	
16	<p>Audit Committee Part One 16.i Minutes of the meeting held on 9 November 2021 16.ii Verbal Report of the Chair of the Committee</p>	<p>Chair of the Audit Committee</p>	
17	<p>Curriculum Performance & Review Committee Part One. 17.i Minutes of the Meeting held on 15 November 2021 17.ii Verbal report of the Chair of the Committee 17.iii Link Governors Verbal Update</p>	<p>Chair of the Curriculum Performance and Review Committee</p>	
18	<p>Resources Committee Part One 18.i Minutes of the Meeting held on 24 November 2021 18.ii Verbal Report of the Chair of the Committee 18.iii College Policies & Business Continuity Plan for Approval: a) A Treasury Management Policy b) Anti-Fraud Policy c) Anti-Bribery Policy d) Business Continuity Plan for approval.</p>	<p>Chair of the Resources Committee</p> <p>Executive Director of Finance, Resources & People Performance</p>	
	PART TWO MEETING		
19	Any Other Business	Chair	
20	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • Wednesday 30th March at 6pm at Brooklands College 	Clerk	
	<p>Please note that an Independent Governors only session, facilitated by the Chair, will be held after the meeting.</p>		

PART TWO MEETING – VIA ZOOM Separate Agenda & Dispatch