

Corporation Meeting

**To be held on Thursday 12 December 2024
at 4pm in The Source, All Saints Building, Worcester**

MAIN AGENDA

Please note that timings are approximate, there will be some flexibility to ensure adequate time is given and there can be productive discussions. Papers will be taken as having been read in advance of the meeting.

Strategic Themes:	01 Purpose	02 Place	03 People	04 Prosper	05 Potential	06 Partnership	07 Planet
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Ofsted Areas:	Quality of Education	Behaviour and Attitudes	Personal Development	Leadership & Management	HE
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Item No	Time	Item	Purpose	Link to Strategy (7 P's)	Page In Pack	Supporting Information in Reading Room	Scrutinised By:	Lead
69.1	4pm	Welcome & Apologies	Note	-				Chair
69.2	4.03pm	Declarations of Interest	Note	-				Chair
ESTATES STRATEGY - Confidential Item (Taken Out Of Sequence From Confidential Agenda)								
69.36	4.05 To 5.20pm	Corporation Session - Estates Strategy – next steps with PMC Consulting Followed by 10 minute break	Discussion	Place, Planet, Potential, Prosper				PMC, Principal, CC
ELT Join Meeting At 5.30pm								
69.3	5.30pm	Approved minutes of the September Workshop	Receive	-				Chair
69.4	5.35pm	Matters Arising	Monitor	-				Chair
69.5	5.40pm	Determination of Any Other Business	Note	-				Chair
69.6	5.42pm	Corporation Appointments: To receive a verbal update on changes to Committee Memberships for 24/25.	Receive & Approve	People			Governance & Search Committee	Chair
PRINCIPAL'S REPORT								
69.7	5.45pm	Principals Report including KPIs	Receive	All Themes				MD



OFSTED								
69.8	5.55pm	Post Inspection Action Plan (PIAP) Year 2	Approve	All Themes			Teaching & Learning Committee	SK
TEACHING & LEARNING COMMITTEE								
69.9	6.05pm	Chairs Update (Verbal)	Receive	-				T&L Chair
69.10	6.10pm	Apprenticeships Update	Receive	Purpose, Prosper, Potential			Requested by T&LC	MH
69.11	6.15pm	KPIs Curriculum & Quality	Approve	Purpose			Teaching & Learning Committee	SK
69.12	6.20pm	College Self-Assessment Report (SAR)	To Follow	Purpose			Teaching & Learning Committee	MG
69.13	6.25pm	Safeguarding Annual Report 23/24	Approve	People			Teaching & Learning Committee	JB
69.14	6.30pm	Prevent Strategy, Risk Assessment & Action Plan 23/24	Approve	People			Teaching & Learning Committee	JB
TEACHING & LEARNING COMMITTEE – Items In Reading Room								
69.15	-	Approved Committee Minutes – 5.11.24	-	-		Yes	Teaching & Learning Committee	
69.16	-	Accolades & Complaints Report 23/24	-	People, Prosper		Yes	Teaching & Learning Committee	
69.17	-	EDI Annual Report 23/24	-	Purpose, People, Partnership		Yes	Teaching & Learning Committee	
69.18	-	HE Academic Board Minutes	-	-		Yes	-	Lead Governor HE
ELT Members Leave The Meeting At This Point (VPs Finance & Corporate Operations, and HE, Adult & Curriculum Remain)								
HIGHER EDUCATION								
69.19	6.35pm	a) HE SED b) HE Strategy	Approve Receive	Purpose, People, Potential		Yes		PR PR
VP, HE, Adult & Curriculum Leaves The Meeting At This Point								
FINANCIAL INFORMATION								
69.20	6.40pm	Financial KPIs	Receive	Prosper, Potential				CC
69.21	6.45pm	Learner Numbers Update	Note	Purpose, Prosper, Potential				CC
69.22	6.50pm	Tender Committee Update	Receive	-			Finance & Resources Committee	CC
AUDIT COMMITTEE								
69.23	6.55pm	Chairs Update (Verbal)	Receive	-				AC Chair



69.24	7pm	<ul style="list-style-type: none"> a) College Financial Statements for year ended 31 July 2024 b) Engagement Letter c) External Audit Report d) Internal Audit Annual Report 23/24 e) Audit Committee Annual Report f) Risk Management Annual Report 23/24 g) Strategic Risk Register h) Annual Procurement Report (Value for Money) 	<p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>To Follow (Approve)</p>	Prosper, Potential, People, Purpose			Audit Committee	AC Chair
AUDIT COMMITTEE – Items In Reading Room								
69.25	-	a) Approved Committee Minutes – 26.10.24	-	-		Yes	Audit Committee	
		b) NEWCEL & Molinna Ltd Financial Statements	-					
FINANCE & RESOURCES COMMITTEE								
69.26	7.10pm	Chairs Update (Verbal)	Receive	-				F&R Chair
69.27	7.15pm	Staff Policies: <ul style="list-style-type: none"> a) Disciplinary Policy & Procedure b) Grievance Procedure c) Health & Safety Policy d) Financial Regulations 	<p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p>				Finance & Resources Committee	F&R Chair
FINANCE & RESOURCES COMMITTEE – Items In Reading Room								
69.28	-	a) Approved Committee Minutes – 14.11.24	Receive	-		Yes	Finance & Resources Committee	
	-	b) Annual Health & Safety Report 23/24	Receive	People, Purpose		Yes		



	-	c) Health & Safety Report Term 3	Receive	People, Purpose		Yes		
	-	d) Annual Sustainability Report	Receive	Place, Planet, Partnership		Yes		

ELT Members Leave The Meeting At This Point (VP Finance & Corporate Operations To Remain)

NOTE - At this point we will switch to the Confidential Agenda and cover Items 69.37 and 69.38 with VP, Finance & Corporate Operations in attendance

69.37 & 69.38	7.20 to 7.45pm	Confidential Items	-	-				Chair
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VP Finance & Corporate Operations Leaves Meeting

CORPORATION BUSINESS

GOVERNANCE & SEARCH COMMITTEE

69.29	7.45pm	Chairs Update (Verbal)	Receive					G&S Chair
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GOVERNANCE & SEARCH COMMITTEE – Items In Reading Room

69.30	-	Approved Committee Minutes -15.10.24	To Follow (Receive)					
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REMUNERATION COMMITTEE

69.31	7.50pm	Chairs Update (Verbal)	Receive	-				RC Chair
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69.32	7.55pm	SPH Policies: a) Disciplinary b) Grievance c) Probation	Approve Approve Approve	People		Yes	Remuneration Committee	RC Chair
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69.33	8pm	Committee Effectiveness	Review	People				Clerk
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69.34	8.05pm	Any Other Business						
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-		For Confidential Items See Separate Agenda(s)						Char
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		For Restricted Confidential Items See Separate Agenda(s)						
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