



## **Corporation Meeting**

**Thursday 23 March 2023 at 4pm  
Boardroom (GR3.26)**

### **Agenda**

	<b>Paper</b>
<b>Declaration of Interests</b> - Members are reminded to declare their interests in any item of business to be discussed at the meeting.	
1. Chair's introduction, apologies and starred items	
2. Minutes of the Corporation meeting held on 26 January 2023	<b>A1 &amp; A2</b>
3. Matters arising not appearing elsewhere on the agenda	
4. Principal's Report (Andy Broadbent) – <i>for discussion</i>	<b>B</b>
5. Receipt of Committee minutes and verbal reports from chairs:	
• Audit Committee – *16 January 2023 & 20 March 2023	<b>C1*</b>
• *Finance & Resources Committee – 8 February 2023	<b>C2*</b>
• *Further Education Quality Curriculum and Students Committee – 16 February 2023	<b>C3*</b>
• *Higher Education Quality Curriculum and Students Committee – 2 March 2023	<b>C4*</b>
• Search Committee – 14 March 2023	<b>C5*</b>
6. Governance Matters	
6.1 Re-appointment of Corporation members – <i>for approval</i>	<b>D1</b>
6.2 Extension of Corporation Members' Terms of Office and Committee Composition – <i>for approval</i>	<b>D2*</b>
6.3 Appointment of Chair designate – <i>for approval</i>	<b>D3</b>
6.4 Appointment of Co Vice Chair designates – <i>for decision</i>	<b>D4</b>
6.5 Proposal to amend Students' Union Constitution – <i>for approval</i>	<b>D5</b>
6.6 Committee Chair Role Description – <i>for approval</i>	<b>D6*</b>

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| 7.  | Accountability Agreement Update (Alison Maynard) – <i>for review and comment</i>   | E  |
| 8.  | CONFIDENTIAL ITEM - Partnership Update – recommendation from HEQCS Committee (Andy Broadbent/Peter Morrison) - <i>for approval</i>   | F  |
| 9.  | Curriculum and Quality Monitoring Report (Alison Maynard) – <i>to note</i>   | G* |
| 10. | Financial Matters  |    |
|     | 10.1 Financial Monitoring to 28 February 2023 (Paul Bradley) – <i>for review and comment</i>   | H1 |
|     | 10.2 Financial Monitoring - Westfirst Limited to 28 February 2023 (Paul Bradley) – <i>to note</i>  | H2 |
|     | 10.3 Capital Projects Update (Paul Bradley) – <i>to note</i>   | H3 |
|     | 10.4 Review of Financial Regulations and Procedures – recommendation from the Finance & Resources Committee (Paul Bradley) – <i>for approval</i>   | H4 |
| 11. | Annual Update on External Funding Projects (Colleen Peters) – <i>to note</i>   | I  |
| 12. | Annual Health & Safety Report 2021/22 – recommendation from the Finance & Resources Committee (Karl Fairley – <i>report to note and statement for approval</i>   | J* |
| 13. | Strategic Monitoring - Receipt of feedback from Mid-Year Strategy Updates – <i>to note</i>   | K* |
|     | <ul style="list-style-type: none"> <li>• Finance &amp; Resources</li> <li>• Further Education Quality Curriculum &amp; Students</li> <li>• Higher Education Quality Curriculum &amp; Students</li> </ul> |    |
| 14. | Annual Information Management and Governance Report (Karl Fairley) – <i>to note</i>  | L* |
| 15. | Chair’s use of delegated authority   |    |
| 16. | Written Resolutions passed since the last Corporation meeting  |    |
| 17. | Use of the College Seal  |    |
| 18. | Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting)   |    |
| 19. | Date of next meeting: 25 May 2023  |    |

**Diary dates:**

- Strategic Review – 26 April 2023

- Governors' Annual dinner - 25 May 2023 (after Corporation meeting)
- HE Graduation Ceremony – 11 July 2023

**Starred items or papers:** members will be asked if they wish to discuss any starred items or papers following the Chair's introduction and the apologies for absence. If there is no request to discuss these items or papers, they will be considered agreed.

**Information security:** please dispose of, or store, your papers carefully. You may return them to College for shredding.

**Mobile phones:** members are respectfully reminded to switch off mobile phones during the meeting.

**Meeting evaluation:** if a meeting evaluation form is circulated following the Committee meeting please take a few minutes to complete and return it to the Corporation Secretary.

**Corporation members' area:** <https://ict.newdur.ac.uk/ncd/corp/>: please follow this link to the members' area on the website where you will find copies of Board/Committee papers, governance documents, training materials and other recommended reading.

### **Corporation Members**

Christine Warren (Chair)  
Andy Broadbent  
Joy Brindle  
Joyce Drummond-Hill  
Linda Wight  
Ben Fisher  
Stephen King  
Nicola Watchman-Smith  
Allen Eccles  
Ian Green  
Chris Patterson  
Emily Baxter  
Megan Poole  
Mark Gomersall  
Davey Benson

### **Attendees**

Karl Fairley (Deputy Chief Executive)  
Alison Maynard (Deputy Principal)  
Paul Bradley (Chief Finance Officer)  
Andy Stephenson (Vice Principal)  
Adele Dowson (Vice Principal)  
Colleen Peters (Vice Principal)  
Peter Morrison (Vice Principal)  
Caroline Winter (Head of Governance and Corporation Secretary)