



## **Corporation Meeting**

**Thursday 21 March 2024 at 4pm**  
**Boardroom (GR3.26)**

### **Agenda**

	Paper
<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 14 December 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:	
• Search and Governance Committee – 18 January 2024, 7 February 2024, 4 March 2024 and 11 March 2024	<b>C1*, C2*, C3* &amp; C4*</b>
• Finance and Resources Committee – 7 February 2024	<b>C5*</b>
• Further Education Quality Curriculum and Students Committee – 15 February 2024	<b>C6*</b>
• Audit and Risk Committee – 26 February 2024	<b>C7*</b>
• Higher Education Quality Curriculum and Students Committee - 13 March 2024	<b>C8*</b>
6. Accountability Agreement – Update (Alison Maynard) – <i>to note</i>	<b>D*</b>
7. London School of Commerce Contract Renewal – recommendation from HEQCS Committee (Peter Morrison) – <i>for approval</i>	<b>E</b>
8. Financial matters	
8.1 Financial Monitoring to 31 January 2024 (Paul Bradley) – <i>to note</i>	<b>F1</b>
8.2 Financial Monitoring – Westfirst Limited to 31 January 2024 (Paul Bradley) – <i>to note</i>	<b>F2*</b>
8.3 Annual Update on External Funding Projects (Colleen Peters) – <i>to note</i>	<b>F3</b>
8.4 Capital Projects Update (Paul Bradley) – <i>to note</i>	<b>F4</b>
8.5 Financial Regulations and Procedures – recommendation from Finance and Resources Committee (Paul Bradley) – <i>for approval</i>	<b>F5*</b>

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| 9.  | Governance Matters – recommendations from Search and Governance Committee – <i>for approval</i>                      |     |
| 9.1 | Appointment of Corporation Members   | G1  |
| 9.2 | Committee Composition  | G2* |
| 9.3 | Careers Education and Advice Governor  | G3* |
| 9.4 | AoC Code of Good Governance  | G4* |
| 9.5 | Corporation Confidential Business Policy   | G5  |
| 9.6 | Governor Mentoring Policy  | G6  |
| 10. | Strategic Monitoring - 2023/24 Strategic KPI update (Karl Fairley/Alison Maynard/Peter Morrison) – <i>to note</i>    | H*  |
| 11. | Students Union Report (Alice Tomlinson) – <i>for review and comment</i>  | I   |
| 12. | Update from Safeguarding Governor (Davey Benson) – <i>for review and comment</i>                                     | J   |
| 13. | Update from Careers Education and Guidance Governor (Stephen King) – <i>for review and comment</i>                   | K   |
| 14. | Curriculum and Quality Monitoring Report (Alison Maynard) – <i>to note</i>   | L*  |
| 15. | Annual Information Management and Governance Report (Karl Fairley) – <i>to note</i>                                  | M*  |
| 16. | Written Resolutions passed since the last Corporation meeting – <i>to note</i>                                       | N*  |
| 17. | Use of the College Seal – <i>to note</i>   | O*  |
| 18. | Any other urgent business (communicated to the Head of Governance & Corporation Secretary in advance of the meeting) |     |
| 19. | Date of next meeting: 23 May 2024  |     |
| 20. | Meeting Evaluation: <a href="https://forms.office.com/e/DQhQuPTAK0">https://forms.office.com/e/DQhQuPTAK0</a>        |     |

**Diary dates:**

- 24 April 2024 - Strategic Review
- 9 July 2024 – Graduation

**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 review your papers online through your NCD Office 365 account. You may return any hard copies from previous meetings to College for shredding.

**Corporation members' area:** [Governance & Corporation - Home \(sharepoint.com\)](https://sharepoint.com)

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**

Stephen King (Chair)

Christine Warren

Andy Broadbent

Joy Brindle

Joyce Drummond-Hill

Chris Patterson

Ben Fisher

Emily Baxter

Suzanne Slater

Allen Eccles

Ian Green

Mark Gomersall

Davey Benson

Alice Tomlinson

Moss White

**Attendees**

Karl Fairley (Deputy Chief Executive)

Alison Maynard (Deputy Principal)

Paul Bradley (Chief Finance Officer)

Adele Dowson (Vice Principal)

Andy Stephenson (Vice Principal)

Peter Morrison (Vice Principal)

Colleen Peters (Vice Principal)

Caroline Winter (Head of Governance and Corporation Secretary)