



CORPORATION MEETING

To be held on Tuesday 18 July 2017 at 5.30 p.m.
in The Source, All Saints' Building, Worcester

AGENDA

Item:	Start:		Page:	Lead:
23.1	5.30	Apologies	–	Clerk
23.2		Declarations of Interest	–	Chair
i)		Members are asked to declare any Interests, financial or otherwise, which they may have in any Agenda Item		
23.3		Minutes of the Last Meeting		Chair
i)		To approve the Minutes of the meeting held on 23 May 2017	6	
ii)		To approve the Notes of the workshop held on 20 June 2017	15	Chair
23.4	5.35	Matters Arising		Clerk
i)		To monitor action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings and Notes of workshops	20	
ii)		To delegate tasks to the Governance and Search Committee: <ul style="list-style-type: none"> • To follow up matters raised at the Corporation Workshop held on 20 June 2017 • To review governance at Heart of Worcestershire College • To make recommendations to the Corporation as necessary 		
23.5		Determination of any Other Urgent Business	–	Chair
23.6	5.45	PRINCIPAL'S REPORT	25	
i)		Principal's Update for Governors	26	P
ii)		Curriculum and Quality Key Performance Indicators	30	VPCQ
iii)		Financial Key Performance Indicators	35	VPCR
		To receive the Principal's Update and monitor progress against targets		
23.7	5.50	KEY STRATEGIC ITEM – STRATEGIC PLAN		VPCQ
i)		To consider and approve : <ul style="list-style-type: none"> • the revised Vision, Mission and Values 	37	

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ii)		• the Strategic Plan 2017 - 2020	39	
TEACHING LEARNING AND ASSESSMENT				
23.8	6.20	Quality Group	42	
i)		To receive the Notes of the Quality Group meeting held on 26 June 2017		QG Chair
ii)		Governor Insight Scheme	43	QG Chair
		To approve the revised Governor Insight Scheme and Feedback Form		
23.9	6.25	Teaching Learning and Assessment College Improvement Plan	48	VPCQ
i)		To monitor progress against the May Milestones in the College Improvement Plan		
ii)	6.35	Ofsted Letter	51	VPCQ
		To receive the final Support and Challenge letter from Russell Jordan, HMI		
iii)		Higher Education: Academic Board		FH Gov Member
		To receive the Minutes of the Academic Board meeting held on 22 May 2017 verbally reported to the Corporation on 23 May 2017		
iv)	6.40	Higher Education: Quality Assurance Agency (QAA) Review – Confidential Draft	52	VPCQ
		To receive the Quality Review Visit Report		
v)		Teaching Excellence Framework: Year Two	54	VPCQ
		To note the TEF Silver award		
LEARNER EXPERIENCE				
23.10	6.45	Learner Voice	56	VPCR
i)		To receive the Learner Voice Report for 2016/17, including the Student Satisfaction Survey overview		
23.11	6.55	Subcontracting Performance Report	58	VPCQ
i)		To monitor partner performance/ quality outcomes to date in 2016/17		
ii)		To approve Subcontracting contracts for 2017/18	59	
iii)		To approve the revised Partner Management Fees Policy/ Subcontracting Supply-chain Fees and Charges Policy		VPCQ/ VPCR
GOVERNANCE				
<i>The Vice Chair nominee will leave the meeting</i>				
23.12	7.00	Vice Chair Appointment	–	Chair
i)		To note that a single nomination was received for the role of Vice Chair and to appoint Denis Miles as the Corporation Vice Chair for 2017/18 – 2018/19		
<i>The Vice Chair nominees will return to the meeting</i>				

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23.13	7.05	Governance and Search Committee	61	Chair
i)		To receive the Minutes of the meeting held on 6 June 2017 and note the Committee's advice		
ii)		Governor Appointments To welcome Angela Snow as the nominated and elected Student Governor for Worcester and Malvern campuses from 1 August 2017 to 31 July 2018	–	Chair
		<i>Mrs L Hodgson and Mr R Pearce will leave the meeting</i>		
iii)		Governor Reappointments To appoint : <ul style="list-style-type: none"> Lucy Hodgson to a second and final Term of Office from 1 August 2017 to 31 July 2021 as a Corporation Member and Member of the Audit Committee and Governance and Search Committee Robert Pearce to a second and final Term of Office from 1 August 2017 to 31 July 2021 as a Corporation Member, Member of the Remuneration Committee and Chair of the Estates Task and Finish Group 	–	Chair
		<i>Mrs L Hodgson and Mr R Pearce will return to the meeting</i>		
iv)	7.10	Governance Improvement Plan To note progress against the Governance Improvement Plan spring milestones	6473	Chair/ Clerk
v)	7.15	Corporation Self Assessment To note progress in completing the West Midlands Regional Clerks Network Governance Self Assessment Questionnaire which was issued to Governors on 11 July 2017 for completion by 25 July 2017	–	Chair
vi)		Governor One to One Reviews To note progress in completing the one to one reviews with the Chair	–	Chair
vii)		Students' Union Officers To note the results of the Students' Union Elections		Clerk
23.14	7.20	AUDIT COMMITTEE		
i)		Audit Committee Minutes To receive the Minutes of the Audit Committee meeting on 12 June 2017, noting the Audit Committee's advice	74	AC Chair
		Audit Committee Recommendations To approve the following items, on the recommendation of the Audit Committee:		AC Chair
ii)		<ul style="list-style-type: none"> Strategic Risk Register – Summer Term Update 		
iii)		<ul style="list-style-type: none"> The Internal Audit Strategy for 2017 - 20 and the 		

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		Internal Audit Plan for 2017/18		
iv)		• The Financial Statements Audit Plan for 2016/17		
23.15	7.30	- CONFIDENTIAL ITEMS		
-	7.50	See separate Agenda and papers		
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23.23		Any Other Urgent Business	-	Chair
23.24	7.50	Meeting Reflection	-	Chair
i)		To review the meeting and consider how best to capture feedback		
23.25		Date and Time of Next Meeting	-	Chair
i)		Tuesday 10 October 2017, 5pm for 5.30pm, 02.03 Osprey House, Redditch		
ii)		Tuesday 7 November 2017, 5pm for 5.30pm, The Source, All Saints Building, Worcester		
		<i>The Staff and Student Governors will leave the meeting at this point.</i>		
23.26	7.55	- RESTRICTED CONFIDENTIAL ITEMS		
-	8.05	See separate Agenda and papers		
23.28				

Sue Frost
Clerk to the Corporation