

City College, Birmingham Corporation

**Corporation Meeting
Tuesday 16th September 2008, 5.30 pm
at
North West Skills Academy
in room 3&4**

AGENDA

Post Inspection Action Plan Monitoring Session prior to the meeting (Carole Tidball).

	Paper & Page No:	Indicative timing
1. Declaration of Interests – Existing members		(2 mins)
1a. Appointment of Staff member	Verbal	(1 mins)
1b. Declaration of Interests – Staff member		(1 mins)
2. Apologies		(2 mins)
3. Minutes of the Corporation meeting held on 15 th July 2008 (Chair)	Paper 1 Pages 4-35 (Approval)	(2 mins)
4. Matters arising from the minutes		(5 mins)
5. Corporation Action List as at 16 th September 2008 (Chair)	Paper 2 Pages 36-39 (Information)	(2 mins)
Business/Strategic/Policy Items		
6. Interim Principal's Update (David Gibson)	Powerpoint Presentation (Information)	(15 mins)
7. Financial Report (Peter Ryley)	Paper 3 Page 40 (Monitoring)	(5 mins)
8. External Audit Fees for 2008/2009 (Peter Ryley)	Paper 4 Page 41 (Ratification)	(3 mins)
9. Risk Management Report & Register (Debbie Cole)	Paper 5 Pages 42-47 (Monitoring)	(5 mins)
10. The College Business Plan 2008 - 2011 (Anthony Gribben)	Paper 6 Page 48 (Approval)	(5 mins)

11. Sale of Garretts Green – Update (**Phil Forrest**) Paper 7 (5 mins)
Pages 49-55
(Information)

12. Revised Lease City Academy Golden Hillock (**Phil Forrest**) Paper 8 (5 mins)
Pages 56-58
(Approval)

Curriculum, Quality & Learning Standards Items

13. VP Quality and Standards update on Quality Issues (**Carole Tidball**) Paper 9 (15 mins)
Pages 59-64
(Monitoring)

- PIAP update
- Update on the Teaching & Learning Observations process

14. Quality Improvement Strategy (**Carole Tidball**) Paper 10 (5 mins)
Pages 65-72
(Approval)

15. Enrolment Update (**Anthony Gribben**) Paper 11 (5 mins)
Page 73
(Monitoring)

16. Learner Achievement (**Anthony Gribben**) Paper 12 (5 mins)
Page 74
(Monitoring)

Governance Items

17. Governor Liability (**Phil Forrest**) Paper 13 (5 mins)
Pages 75-76
(Approval)

18. Standing Orders (**Debbie Cole**) Paper 14 (5 mins)
Pages 77-93
(Approval)

19. Code of Conduct (**Debbie Cole**) Paper 15 (5 mins)
Pages 94-119
(Review / Approval)

20. Determination of Membership of the Corporation (**Debbie Cole**) Paper 16 (3 mins)
Pages 120-122
(Approval)

21. Committee Structure 2008/2009 (**Debbie Cole**) Paper 17 (3 mins)
Pages 123-125
(Approval)

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| 22. | Governance Policies and Procedures (Debbie Cole) | | |
| 22.1 | Attendance at Meetings, Access to Corporation Business and Confidential Criteria Policy | Paper 18
Pages 126-129
(Approval) | (2 mins) |
| 22.2 | Corporation and Co-opted Committee Member Appointment Process | Paper 19
Pages 130-133
(Approval) | (2 mins) |
| 22.3 | Complaints Procedure for Complaints against the Corporation | Paper 20
Pages 134-136
(Review) | (2 mins) |
| 22.4 | Independent Professional Advice for Corporation Members | Paper 21
Pages 137-140
(Review) | (2 mins) |
| 23. | Audit Committee Terms of Reference (Debbie Cole/Kate Hartigan) | Paper 22
Pages 141-145
(Approval) | (2 mins) |
| 24. | Any other business | | |
| 25. | Date and time of next meeting (Chair)
Tuesday 21 st October 2008, 5.30 pm,
North West Skills Academy, room 3&4 | (Approval) | (1 mins) |
| Confidential Items | | | |
| 26. | Confidential Minutes of the Corporation meeting held on 15 th July 2008 (Chair) | Paper 23
Page 146
(Approval) | (2 mins) |
| 27. | Matters arising from the minutes | | |
| 28. | Review of Confidential Items (Chair) | Paper 24
Page 147
(Approval) | (5 mins) |
| 29. | Any other confidential business | | |
| 30. | Meeting Evaluation Form | To be completed prior to leaving the meeting | |