

City College, Birmingham Corporation

**Corporation Meeting
Tuesday 31st March 2009, 5.30 pm
at
North West Skills Academy
in room 3&4**

AGENDA

Core Business Skills Briefing – Everton Burke and Team.

| | Paper & Page No: | Indicative timing |
|---|---|------------------------------|
| 1. Declaration of Interests (Chair) | | (1 mins) |
| 2. Apologies (Clerk) | | (1 mins) |
| 3. Minutes of the Corporation meeting held on 24 th February 2009 (Chair) | Paper 1 Pages 4-34 <i>(Approval)</i> | (2 mins) |
| 4. Matters arising from the minutes | | (5 mins) |
| 5. Corporation Action List as at 31 st March 2009 (Chair) | Paper 2 Pages 35-38 <i>(Monitoring)</i> | (2 mins) |

Business/Strategic/Policy Items

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| 6. Interim Principal's Update (David Gibson) | Verbal / Presentation <i>(Information)</i> | (15 mins) |
| 7. Finance and Funding Report to 28 th February 2009 (Peter Ryley) | Paper 3 Pages 39-53 <i>(Monitoring)</i> | (5 mins) |
| 8. Financial Regulations – Updated Section 5.1 (Peter Ryley) | Paper 4 Pages 54-55 <i>(Approval)</i> | (5 mins) |
| 9. Letter of Representation & Operating and Financial Review and Financial Statements for year ended 31 st July 2008 (KPMG / Peter Ryley) | Paper 5 Pages 56-106 <i>(Ratification)</i> | (5 mins) |
| 10. Anti-terrorism Insurance (Clerk / Peter Ryley) | Paper 6 Pages 107-108 <i>(Approval)</i> | (5 mins) |

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| 11. | College Business Plan – Update (Stuart Cutforth) | Presentation (Monitoring) | (10 mins) |
| 12. | Letter of Invitation to the Gambia Technical Training Institute and Report on the visit (Everton Burke / Chair of the Corporation) | Paper 7 Pages 109-117 (Information) | (5 mins) |
| 13. | Human Resources – Update (Ranjna Parmar) | Paper 8 Pages 118-121 (Approval) | (5 mins) |

Curriculum, Quality & Learning Standards Items

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| 14. | Student Involvement Strategy (Stuart Cutforth / Julie Allder) | Paper 9 Pages 122-129 (Approval) | (5 mins) |
| 15. | Enrolment Update (Anthony Gribben) <ul style="list-style-type: none"> • Recruitment against targets • Planned activities | Paper 10 Page 130 (Monitoring) | (5 mins) |

Governance Items

Items for approval from Committees

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| 16. | Search and Governance Committee – 24 th March 2009 (Chair) <p style="margin-left: 40px;"><i>16.1 Selection Panel – Draft Terms of Reference</i></p> | Paper 11 Pages 131-133 (Approval) | (5 mins) |
| 17. | Finance and General Purposes Committee – 17 th February 2009 (Mike Crump) <p style="margin-left: 40px;"><i>17.1 International Student Fees 2009/2010</i></p> | Paper 12 Pages 134-135 (Approval) | (3 mins) |
| 18. | Minutes of Committee Meeting (Chair) <ul style="list-style-type: none"> • F&GP Committee – 17th February 2009 | Paper 13 Pages 136-147 (to note) | (1 mins) |
| 19. | Notes of the NWSA Partnership Board Meetings (Chair / Clerk) <ul style="list-style-type: none"> • 4th June 2008 • 1st October 2008 • 3rd December 2008 | Paper 14 Pages 148-170 (to note) | (1 mins) |
| 20. | Any other business (Chair) <p style="margin-left: 40px;"><i>20.1 Sale of Garretts Green Campus – Update (Phil Forrest)</i></p> | Verbal | (5 mins) |
| 21. | Date and time of next meeting (Chair) Tuesday 12 th May 2009, North West Skills Academy, room 3&4 | (Approval) | (1 mins) |

Confidential Items – deferred from 24th February 2009

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| 22. | Confidential Minutes of the Remuneration Committee meetings held on 18 th November 2008 and 13 th January 2009 (Chair) | Paper 15 Pages 171-171.6 (to note) | (1 mins) |
| 23. | Confidential Minutes of the Special Corporation meeting held on 27 th January 2009 (Chair) | Paper 16 Pages 172-172.3 (Approval) | (1 mins) |
| 24. | Matters arising from the minutes (Chair) | | |
| 25. | Any other confidential business (Chair) | | |
| 26. | Meeting Evaluation Form (Clerk) | | <i>To be completed prior to leaving the meeting</i> |