

BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE

**MEETING OF THE CORPORATION TO BE HELD ON THURSDAY 9th JULY 2009 at 6:00 pm
IN THE SPORTS CENTRE**

Agenda	Action	Page Number
C09/17 Membership Matters	Approve	Oral
C09/18 Apologies and Welcomes Welcomes: Sam Rowe (Student Governor) Apologies: Richard Schaverien, Matt Ward (Student Governor), Chris Wellings		
C09/19 Minutes of the Meeting held on 24 th March 2009	Approve	1
C09/20 Matters Arising		
C09/21 Chair's Report	Note	Oral
C09/22 Principal's Report	Note	Oral
C09/23 Strategic Plan 2009-2012	Comment	6
C09/24 Draft Minutes of Meetings of Committees:	Note	
Audit 19/05/09		23
Premises Group of the F & GP Committee 31/3/09 and 21/05/09– refer to Reserved Business		
Quality & Curriculum 16/06/09		29
Human Resources 23/06/09		35
Finance & General Purposes Committee 24/06/09		40
Search 9/07/09 – refer to item C09/17		

<u>Committee</u>	<u>Paper</u>	<u>Action</u>	
Audit	Re-appointment and Remuneration of the Internal Auditor (oral)	Approve	
	External Audit Planning Memorandum for the year ended 31/7/09	Approve	47
	LSC Assessment of our Financial Management and Control Evaluation (FMCE) Letter	Note	62
Quality & Curriculum	College Charter (revision)	Approve	63
	Child Protection Policy and Procedures	Approve	68
	Annual Review of Disability Statement-Meeting your Needs Booklet	Approve	79
	Admissions Policy and Procedures for entry in September 2009-06-25	Approve	85
	Student Management Policy	Approve	94
Human Resources	Flexible Working Policy	Approve	105
	Staff Development Policy	Approve	107
	Staff References Policy	Approve	111
	Complaints Policy	Approve	115
	JUMCoG (Motions passed at BHASVIC NUT 5/6/09)	Note	122
F & GP	Review of Financial Targets	Approve	123
	Results for the first Nine Months	Approve	126
	Budget 2009-2010	Approve	133
	3 Year Financial Forecast 2009-2012	Approve	138
	Summer Estates Work	Approve	141
	Capital Project Update – Revision to Bank Facility Letter		143
	Business Procedures	Approve	157

- C08/25 Student Report Oral
- C09/26 Any Other Business
- C09/27 Date of Next Meeting: **Wednesday 9th December 2009**
- C09/28 Reserved Business – Staff and students may be asked to leave at some point during the meeting, when certain confidential issues are to be discussed.

Papers considered by committees but not issued with these papers. These are available from the clerk on request (01273 503945)

<u>Committee</u>	<u>Paper</u>
Audit	Internal Audit Report February 2009 Outstanding Audit Recommendations Funding Assurance Review Audit March 2009 Update on Risk Management
Premises Group 31/3/09 meeting)	Project Managers' Report Cost Consultants' Update AOB item – Thomas Eggar letter 18/3/09
Q & C	Update on Current Quality and Curriculum Issues (Oral) Lesson Observation Review 2009 Strategic Planning 2009-2012 (refer main agenda item) Report on Retention Statistics 2008/2009 Parents Survey Results 2008/2009
HR	Equality and Diversity Report (Oral) JUMCoG (oral)
Finance & GP	Health and Safety Update
Search	Refer to agenda item C09/17

Louise Pennington
Clerk to the Corporation

Members:

Helen Andrews
Dominic Blythe
Vanessa Brown
Nigel Fisher
Peter Freeman (Chair)
Melissa Gibbon
Yvonne Hillier
Leslie Ironside
Howard Kidd
Elizabeth Lamb
Sam Rowe
Jamal Salman
Richard Schaverien
Pippa Smith
Chris Thomson
Matt Ward
Chris Wellings
Marion Wilcock
Sam Wolfe

In attendance:

Sally Bromley
Anne Fielding Smith
Jutta Knapp

Clerk:

Louise Pennington

Copies to:

Staff Room,
OLC,
File.