

**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE**

**MEETING OF THE CORPORATION TO BE HELD ON THURSDAY 10<sup>th</sup> JULY 2008 at 6.00 PM  
IN THE SPORTS CENTRE**

<b>Agenda</b>	<b>Action</b>	<b>Page Number</b>
C08/16 Membership Matters	Approve	<b>1</b>
C08/17 Apologies and Welcomes	Note	
Apologies: Howard Kidd, Richard Schaverien, Rosa Friend, Chloe Tomlinson & Nigel Fisher		
C08/18 Minutes of the Meeting held on 26 <sup>th</sup> March 2008	Approve	<b>6</b>
C08/19 Matters Arising	Note	
C08/20 Chair's Report	Note	<b>Oral</b>
C08/21 Principal's Report	Note	<b>Oral</b>
C08/22 Strategic Planning	Note	<b>12</b>
C08/23 Capital Project Update/appointment of Consultants & Contractor	Note/Approve	<b>Oral/paper 16</b>
C08/24 Draft Minutes of Committees	Note	
Audit 22/05/08		<b>20</b>
Quality & Curriculum 16/06/08		<b>23</b>
Finance & General Purposes 23/06/08		<b>28</b>
Human Resources 24/06/08		<b>33</b>
Search 10/07/08 – refer to item C08/16		
Premises Group of the F & GP Committee 28/4/08 and 17/6/08 (included with item C08/23)		

<u>Committee</u>	<u>Paper</u>	<u>Action</u>	
Audit	Re-appointment and Remuneration of Internal Auditors (Oral)	Approve	
	External Audit Planning Memorandum for the year ended 31/7/08	Approve	<b>37</b>
	Disaster Recovery Plan	Approve	<b>52</b>
F & GP	Results for the first nine months	Approve	<b>144</b>
	Budget 2008-2009	Approve	<b>151</b>
	3 Year Financial Forecast 2008-2011	Approve	<b>156</b>
	Capital Project Bank Loan Facilities	Approve	<b>195</b>
	Summer Estates Work	Approve	<b>197</b>
	Business Procedures	Approve	<b>199</b>
Premises Group	Refer to item C08/23	Approve	
Q & C	Child Protection Policy	Approve	<b>218</b>
	Admissions Policy	Approve	<b>229</b>
	Disability Statement	Approve	<b>238</b>
Human Resources	Whistleblowing Policy	Approve	
	Policy for staff to request a change to their contract or an extended period of planned, unpaid leave of absence	Approve	<b>243</b>
	Pay Policy	Approve	<b>256</b>
	Pay Settlement 2008/09	Approve	<b>273</b>
	Redundancy Policy	Approve	<b>273</b>
	Grievance Policy for Senior Post Holders	Approve	<b>277</b>
	Disciplinary Policy for Senior Post Holders	Approve	<b>280</b>
C08/25	Any Other Business		
C08/26	Date of Next Meeting: to be advised.		
C08/27	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 2008 Outstanding Audit Recommendations Review of External Audit Fees Update on Risk Management
F & GP	Health and Safety Update
Premises Group a) 28/4/08	Review of Architect Appointments Project Managers' Report
b) 17/6/08	Project Managers' report
Q & C	Q & C Operating Priorities Lesson Observations 2007/2008 Retention Curriculum Update ILT in the Curriculum Annual Operating Priorities Response to the White Paper (Raising Expectations)
HR	Equality and Diversity Report JUMCoG Report
Search	Refer to agenda item C08/16

Louise Pennington  
Clerk to the Corporation

Members:

Andrew Barnett  
Vanessa Brown  
Nigel Fisher  
Peter Freeman (Chair)  
Rosa Friend  
Melissa Gibbon  
Yvonne Hillier  
Howard Kidd  
Robert Rosenthal  
Jamal Salman  
Richard Schaverien  
Pippa Smith  
Chris Thomson  
Chloe Tomlinson  
Ellen Walsh  
Chris Wellings  
Marion Wilcock  
Jabu Xulu  
Vacancy

In attendance:

Sally Bromley  
Anne Fielding Smith  
Jutta Knapp  
Sam Wolfe

Clerk:

Louise Pennington

Copies to:

Staff Room,  
OLC,  
File.