

BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE
(PAPERS TO BE PDF E-PAPERS)
MEETING OF THE CORPORATION TO BE HELD ON
TUESDAY 6 DECEMBER 2016 at 6:00 PM
IN ROOM 413/414 COPPER BUILDING

Pre-Corporation Meeting Training Session on Student Services
(Jo Usher, Student Services Manager)

Agenda	Action	Page Number
C16/09 Membership Matters	Approve	
C16/10 Apologies and Welcomes	Note	
C16/11 Minutes of the Meeting held on 11 July 2016 (Special Corporation Meeting Minutes 9 October 2016 – refer Confidential Agenda)	Approve	4
C16/12 Matters Arising	Note	10
C16/13 Declarations of Interests	Note	
C16/14 Appointment of Deputy Principal (refer Confidential business: Remuneration Committee 3rd October 2016, Corporation Selection Panel 15/11/16 and 2/12/16)	Approve	Oral
C16/15 Chair's Report	Note	Oral
C16/16 Principal's Report	Note	Oral
C16/17 Student Governors' Report	Note	Oral
C16/18 Draft Minutes of Meeting of Committees: Remuneration Committee 3/10/16 (refer confidential papers)	Note	
Governance Committee 17/10/16		11
Quality & Curriculum 03/11/16		15
Human Resources 15/11/16		19
Finance & General Purposes 21/11/16		24
Audit 24/11/16		29
Search Committee 17/10/16 and 6/12/16 – refer C16/09 and confidential agenda		

<u>Committee</u>	<u>Paper</u>	<u>Action</u>	<u>Page Number</u>
Governance	Governance SAR and Action Plan	Approve	34
	Annual Report on College Policies	Note	52
	Review of Confidential Business	Approve	54
Q&C	SAR and Action Plan and Proposal for CDP	Approve	55
HR	Transition to New Teacher Pay Spines and PDR Process (also see F & GP)	Approve	106
F&GP	Annual Report and Financial Statements to 31/7/16	Approve	111
	Results for the first three months	Note	158
	Transition to new Teacher Pay Spine (refer HR Committee paper)	Approve	
	Property Masterplan and CIF Bid	Approve	167
	Bank Amendment Letter	Approve	169
	Restricted Funds	Approve	173
	Health and Safety Policy (refer Minutes)	Approve	
Treasury Management Policy (refer minutes)	Approve		
Audit	Audit Findings Report	Approve	176
	Regularity Audit Framework Questionnaire	Approve	204
	Audit Committee Annual Report	Approve	212
	Performance Indicators for Internal Audit	Approve	217
	Risk Register and Risk Management Policy	Approve	219
	Whistleblowing Policy (refer minutes)	Approve	
Search	Refer to C16/09 Attendance report	Note	
	Skills Audit report	Note	
C16/19	Any Other Business		
C16/20	Date of Next Meeting: Monday 3 April 2017		

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

<u>Committee</u>	<u>Paper</u>
Governance	Academisation
	Self-Assessment – Committee, Individual Governor and Vice-Chair Report
	Annual Review of Governor Training incl. Links
	Corporation Expenses
	Risk Assurance
	Review of TOR and Committee Self-Assessment (to go to Summer Term Corporation 2017)
	Risk Assurance

Q&C	Termly Updates Risk Assurance
HR	Recruitment and Retention of Staff (including EDIMS) Staff Absence and Welfare Staff Satisfaction Survey JUMCoG (oral report) Risk Assurance
F&GP	Reconciliation of Outturn to Budget to 31/7/16 Condition of Funding Agreement EFA Assessment of Financial Plan Annual Report on Value for Money Health and Safety Update Environmental Update Non-Funding Body Income Risk Assurance
Audit	Risk Assurance Map and Assurance from Committies Update on Internal and External Audit Recommendations Update on Disaster Recovery Planning Fraud Report

Louise Pennington
Clerk to the Corporation

Members:

Lucy Aditi
Will Baldwin
Stephen Berry
Kerry Doyle
Hannah Duffy
Peter Freeman (Chair)
Lindi Galloway
Gillian Hampden-Thompson
Christian Heeger
Dearbhaile Hunt
Howard Kidd
Chris Newson
Lynn O'Meara
Neil Perry
Sandra Prail
Jo Redfern
Sue Smith
Tom Wolfenden

In attendance:

Jutta Knapp
James Moncrieff
Alison Cousens

Clerk:

Louise Pennington