



## CORPORATION BOARD BUSINESS – Meeting 3

### A G E N D A

Thursday 9<sup>th</sup> February, 2016 at 5.15pm

**Dartford – B BLOCK – ROOM DB136**

<b>To attend</b>	Full Corporation Board
<b>In Attendance</b>	Mrs Y Hughes (Clerk to the Corporation), Miss R Hughes(Deputy Principal) and Mr L Jenkins (Vice Principal/ Finance & Resources) & Chair of Corporation – Mid Kent College
<b>SAFEGUARDING BRIEFING</b> <b>Led by Sheila Dance</b> <b>Starting at 5.15pm to 6.00pm</b>	

Item Agenda	Time (Mins)	Item Description	Presented By	Paper No/ Verbal	Action required
3.1	3 mins	Opening of Meeting & Apologies for Absence  Formally welcome Mid Kent College Chair of Corporation	Chair		-
3.2	2 mins	Declarations of Interest	Chair	Verbal	Note
3.3a	4 mins	Part 1 – Non Confidential Minutes of the last Corporation Board Business Meeting held 5 <sup>TH</sup> January 2017	Chair	3.3a	Decision
3.3b		Part 2– <b>Confidential</b> Minutes of the last Corporation Board Business Meeting held 5TH January 2017		3.3b	Decision
<b>ITEMS FOR SUBSTANTIAL DISCUSSION &amp; DECISION</b>					
3.4	20mins	Principal's Report – February 2017	Principal	3.4	Decision
3.5	10mins	QIP 2016/2017	Deputy Principal	3.5	Decision
3.6	10mins	Teaching & Learning Observations - update	Deputy Principal	3.6	Discussion
3.7	10mins	Destination Data Report	Deputy Principal	3.7	Discussion
3.8	5 mins	Monthly Management Accounts – Nov 2016	Vice Principal	3.8	Note
3.9	10mins	Estates Strategy update	Vice Principal	3.9	Decision
3.10	10mins	Learner Voice	Deputy Principal	3.10	Decision
<b>ITEMS FOR INFORMATION</b>					
3.11	5 mins	HR update	Vice Principal	3.11	Note

<b>3.12</b>	5 mins	<b>Termly Safeguarding Report</b>	<b>Deputy Principal</b>	<b>3.12</b>	<b>Note</b>
<b>3.13</b>	5 mins	<b>Termly Health &amp; Safety Report</b>	<b>Deputy Principal</b>	<b>3.13</b>	<b>Note</b>
<b>GOVERNANCE</b>					
<b>3.14</b>	10 mins	<b>a. Board Membership update</b>  <b>b. Corporate Away Day for discussion and input from Governors</b>	<b>Clerk</b>  <b>Chair/Principal</b>	<b>3.14</b>	<b>Note</b>
<b>3.15</b>	5 mins	<b>Meeting evaluation</b>	<b>Chair</b>	<b>3.15</b>	-
<b>3.16</b>		<b>Date and time of the next meeting</b> <b>Thursday 23<sup>rd</sup> March, 2017 – Gravesend Site</b>			<b>Note</b>

<b>Year</b>	<b>Date</b>	<b>Meeting</b>	<b>Time</b>
<b>Autumn 2015</b>			
	Thursday 1 October	CORPORATION 1 - Dartford	5.30pm
	Thursday 5 November	CORPORATION 2 - Gravesend	5.30pm
	Thursday 12 November	AUDIT COMMITTEE MEETING 1	5.30pm
	Thursday 3 December	CORPORATION 3 - Dartford	5.30pm
<b>Spring 2016</b>			
	Thursday 14 January	CORPORATION 4 - Gravesend	5.30pm
	Thursday 28 January	SEARCH (TBC)	
	Thursday 11 February	CORPORATION 5 - Dartford	5.30pm
	Thursday 2 March	AUDIT COMMITTEE MEETING 3	5.30pm
	Thursday 17 March	CORPORATION 6 - Gravesend	5.30pm
<b>Summer 2016</b>			
	Thursday 28 April	CORPORATION 7 - Dartford	5.30pm
	Thursday 5 May	SEARCH (TBC)	5.30pm
	Friday 13 <sup>th</sup> May	Corporate Conference – (SUSCON)	12 noon
	Thursday 26 May	CORPORATION 8 - Gravesend	5.30pm
	Thursday 16 June	AUDIT	5.30pm
	Thursday 30 June	CORPORATION 9 - Dartford	5.30pm