



## CORPORATION BOARD BUSINESS – Meeting 4

### A G E N D A

Thursday 23rd March, 2017 at 5.30pm

GRAVESEND – C Block Room GC114a&b

<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)

Item Agenda	Time (Mins)	Item Description	Presented By	Paper No/ Verbal	Action required
4.1	3 mins	<b>Opening of Meeting &amp; Welcome Chloe Honness Student Governor</b>  <b>Apologies for Absence</b>	Chair		-
4.2	2 mins	<b>Declarations of Interest</b>	Chair	Verbal	Note
4.3	2 mins	<b>Part 1 &amp; Part Minutes of the last Corporation Board Meeting held 9<sup>th</sup> February, 2017</b>	Chair	4.3a 4.3b	Decision Decision
<b>ITEMS FOR SUBSTANTIAL DISCUSSION &amp; DECISION</b>					
4.4	20mins	<b>Principal's Report – March 2017</b>	Principal	4.4	Note - Info
4.5	10mins	<b>ABR – update (Refer to Principal's Report)</b>	Principal/ Chair	4.5	Decision
4.6	20mins	<b>QIP update</b>	Deputy Principal	4.6	Note - Info
4.7	10mins	<b>Teaching &amp; Learning (including Observations and Learner Support update)</b>	Deputy Principal	4.7	Note – Info
4.8	10mins	a. <b>Monthly Management Accounts – January 2017</b> b. <b>Re-forecasted Budget 2019/20</b>	Vice Principal	4.8a 4.8b	Note – Info
4.9	20mins	a. <b>Estates Strategy update</b> b. <b>Estates Strategy Working Group T of Ref</b>	Vice Principal	4.9a 4.9b	Decision Decision
4.10	3mins	<b>Fees Policy 2017/2018</b>	Vice Principal	Verbal	Note
4.11	5 mins	a. <b>Single Equality Scheme update</b> b. <b>Including Equal Pay Review Policy</b>	Vice Principal	4.11a 4.11b	Decision
<b>AUDIT COMMITTEE REPORT</b>					
4.12	15 mins	<b>Audit Committee Minutes of Meeting held 2nd March 2017</b>	Mr Norman	4.12a	Note

		<b>a. Internal Audit Report – Scrutton Bland</b> <b>b. Reappointment of Scrutton Bland as Internal Audit Providers</b> <b>c. Risk Register – update</b>		<b>4.12/b</b> <b>4.12/c</b> <b>4.12/d</b>	<b>Agree Decision</b>  <b>Note</b>
<b>4.13</b>	5 mins	<b>Board Membership – Bid farewell to Elizabeth Birchenough whose term of office ends on the 31<sup>st</sup> March, 2017</b>	<b>Chair</b>		<b>Note</b>
<b>4.14</b>	5 mins	<b>Meeting evaluation</b>	<b>Chair</b>	<b>4.14</b>	-
<b>4.15</b>		<b>Date and time of the next meeting</b>  <b>Thursday 18<sup>th</sup> May, 2017 at 5.30pm – Dartford Campus</b>			<b>Note</b>

**NORTH KENT COLLEGE – CORPORATION BOARD – MEETING SCHEDULE 2016/2017**

<b>Term</b>	<b>BOARD/COMMITTEE MEETING DATE</b>	<b>VENUE</b>	<b>TIME</b>
<b>Term 1</b> 5.9.16 – 21.10.16	<b>Search &amp; Governance and Remuneration Committee – Thursday 6<sup>th</sup> October, 2016</b>	<b>Dartford</b>	<b>5.30pm</b>
	<b>Board Meeting 1 – Thursday 20<sup>th</sup> October, 2016</b>	<b>Dartford</b>	<b>5.30pm</b>
<b>Term 2</b> 31.10.16 – 21.12.16	<b>Audit Committee Meeting – Thursday 17<sup>th</sup> November, 2016</b>	<b>Dartford</b>	<b>5.30pm</b>
	<b>Board Meeting 2 – Thursday 15<sup>th</sup> December, 2016</b>	<b>Gravesend</b>	<b>5.30pm</b>
<b>Term 3</b> 3.01.17 – 10.2.17	<b>Learner Council Meeting 1</b>	<b>Dartford</b>	<b>4.00pm</b>
	<b>Board Meeting 3 – Thursday 9<sup>th</sup> February, 2017</b>	<b>Dartford</b>	<b>5.30pm</b>
<b>Term 4</b> 20.2.17 – 31.3.17	<b>Audit Committee Meeting – Thursday 2nd March, 2017</b>	<b>Dartford</b>	<b>5.30pm</b>
	<b>Board Meeting 4 – Thursday 23<sup>rd</sup> March, 2017</b>	<b>Gravesend</b>	<b>5.30pm</b>
<b>Term 5</b> 18.4.17 – 26.5.17	<b>CORPORATE CONFERENCE – SUSCON – Friday 12<sup>th</sup> May, 2017</b>	<b>SUSCON</b>	<b>12 noon</b>
	<b>Learner Council Meeting 2 – Thursday 18<sup>th</sup> May, 2017</b>	<b>Dartford</b>	<b>4.00pm</b>
	<b>Board Meeting 5 – Thursday 18<sup>th</sup> May, 2017</b>	<b>Dartford</b>	<b>5.30pm</b>
	<b>Search &amp; Governance and Remuneration Committee – Thursday 25<sup>th</sup> May, 2017</b>	<b>Dartford</b>	<b>5.30pm</b>
<b>Term 6</b> 5.6.17 – 21.7.17	<b>Audit Committee Meeting – Thursday 22<sup>nd</sup> June, 2017</b>	<b>Dartford</b>	<b>5.30pm</b>
	<b>Board Meeting 6 – Thursday 6<sup>th</sup> July, 2017</b>	<b>Gravesend</b>	<b>5.30pm</b>