



CORPORATION BOARD BUSINESS – Meeting 4 A G E N D A

Thursday 21st March 2019 at 5.30pm
GRAVESEND SITE – G Room GC115 BLOCK

To attend	Full Corporation Board – Alex Lewsley, Thomas Cardy, Teja Birring, Abigail Birch, Dalia Halpern-Matthews, Anita Glover, Jon Gurney, Phil Hatton, Richard Longman, David Martin, Keith Norman, David Gleed, & Nikki Franks
In Attendance	Yolanda Hughes (Clerk to the Corporation), Rhiannon Hughes (Deputy Principal/Curriculum) and Lawrence Jenkins (Deputy Principal/ Finance & Resources)

Item Agenda	Time (Mins)	Item Description	Presented By	Paper No/ Verbal	Action required
4.1	5 mins	Opening of Meeting & Apologies for Absence Board Membership – Appointment of Student Member - Megan Irving	Chair		-
4.2	1 mins	Declarations of Interest	Chair	Verbal	Note
4.3	5 mins	Minutes of the last Corporation Board Meeting held 7 th February 2019 Part 1 Minutes – Non confidential Part 2 Minutes – Confidential due to commercial sensitivity – not for public Part 3 Minutes – Confidential SPH matter – not for public.staff/student.SLT	Chair	4.3a 4.3b 4.3c	Decision
ITEMS FOR SUBSTANTIAL DISCUSSION & DECISION					
4.4	5 mins	Principals Report – KPI report	Principal	4.4	Discussion
4.5	15 mins	Deputy Principal/Curriculum Report	DP/Curriculum	4.5	Discussion
4.6	15 mins	QIP 2019	DP/Curriculum	4.6	Discussion
4.7	20 mins	Finance Report (including MMA, Tenders & Contracts & IT) a. Monthly Management Accounts b. Re-forecasted Budget 2018/19 c. Health & Safety Action Plan update d. Annual Fees Policy review	DP/Finance	4.7a 4.7b 4.7c 4.7d 4.7e	Decision

4.8	10 mins	Corporation Matters Governor Away Day May 2019	Clerk/Chair	4.8	Discussion
ITEMS FOR INFORMATION AND MONITORING					
4.9	15 mins	HR update Equal Pay Report	DP/Finance & Resources	4.9a 4.9b	Note
4.10	5 mins	Audit Committee Report 7 th March 2019 To follow separately	Keith Norman	4.10	Note
4.11	5 mins	Estates Strategy update	DP/Finance	4.11	Note
4.12	10 mins	Risk Register update	DP/Finance	4.12	Note
CONFIDENTIAL PART 2 BUSINESS – Staff/Student/excluded					
4.13	20 mins	Confidential Business a. Project Blue b. Project Red	Principal	4.13	Discussion
4.13	5 mins	Meeting evaluation	Chair		
4.14		Date and time of the next meeting 10 th May 2019 Dartford Campus – Governor Away Day 15 th May 2019 Dartford Campus			Note

North Kent College Corporation Board Meeting Schedule 2018/2019

Term/Date	Board/Committee Meeting	Venue	Time
Term 1			
Thursday 20.09.18 <i>TBC</i>	Estates Working Group meeting	Dartford	5.30pm
Wednesday 03.10.18	Chair/Principal/Clerk liaison meetings	Dartford	9.00am
Thursday 11.10.18	Board Meeting 1	Dartford	4.45pm
Thursday 15.11.18	Search Committee	Dartford	4pm
Thursday 15.11.18	Audit Committee Meeting	Dartford	5.30pm
Wednesday 28.11.18	Chair/Principal/Clerk liaison meetings	Dartford	9.00am
Thursday 06.12.18	Board Meeting 2	Gravesend	5.30pm
Term 2			
Wednesday 30.01.19	Chair/Principal/Clerk liaison meetings	Dartford	9.00am
	Learner Council Meeting 1	Dartford	4.00pm
Thursday 07.02.19	Board Meeting 3	Dartford	5.30pm
Thursday 07.03.19	Audit Committee Meeting	Dartford	5.30pm
Wednesday 13.03.19	Chair/Principal/Clerk liaison meetings	Dartford	9.00am
Thursday 21.03.19	Board Meeting 4	Gravesend	4.45pm
Thursday 25.04.19	Estates Working Group Meeting – Provisional date – AL, RL, JG, TB, DG, LJ	Dartford	5.30pm
Term 3			
Friday 10.05.19	SPH Performance Review / Governor Away Day – Strategic Planning	SusCon	10.00am/11.30am
Thursday 16.05.18	Learner Council Meeting 2	Dartford	4.00pm
Thursday 16.05.19	Board Meeting 5	Dartford	5.30pm
Thursday 13.06.19	Search & Governance and Remuneration Committee	Dartford	5.30pm
Wednesday 19.06.19	Chair/Principal/Clerk liaison meetings	Dartford	9.00am
Thursday 20.06.19	Audit Committee Meeting	Dartford	5.30pm
Thursday 27.6.19	Board Meeting 6	Gravesend	4.45pm