



A G E N D A

**Corporation Meeting to be held on
Tuesday 15 December 2015 commencing at 4.00pm**
To be held in the Principal's Office, Hereford Campus, Hereford

2.45pm Governors' Workshop – role and responsibility of Governors

NO	ITEM	STATUS OF PAPER
		4.00pm-4.10pm
1.	I. Apologies for Absence and Chair's Remarks II. Declaration of Interest (<i>To declare interests at any time during the meeting</i>) III. Process Review	
2.	I. Approval of the Minutes of the last Meeting: 3 November 2015 II. Action list and matters arising from the Minutes III. Notes from Governors' Workshop: 3 November 2015 <i>Aim: To approve and discuss the minutes (minutes will be received unless comments have been raised with the Clerk to the Corporation before the meeting)</i>	Enclosed Enclosed Enclosed
DISCUSSION		
3.	Report from Principal: - I. Principal's Report II. KPIs III. Area Review IV. College's Consortium of Colleges: Memorandum of Agreement (Draft) V. Student Destinations Report 2014/15 VI. Letter from Nick Boles MP: 7 December 2015	4.10pm-4.35pm Enclosed Enclosed Enclosed Enclosed Enclosed
DECISION		
4.	Finance: - I. Annual Report and Financial Statements for the year ended 31 July 2015 a. Herefordshire and Ludlow College b. Keith St Peters Ltd II. Management Letter including Regularity Audit (reviewed by Audit Committee) III. Report from the Director of Finance	4.45pm-5.00pm Enclosed

	IV. Letter of Representation V. Treasury Management Annual Report 2014/15 VI. Sub-Contracting 2015/16	
5.	Quality: - I. Self Assessment Report	5.00pm-5.15pm To follow by email
6.	Governance: - I. Appointment of Student Governor II. Corporation's Standing Orders and Terms of Reference 2015/17 and Scheme of Delegation 2015/16 III. Audit Committee's Annual Report 2014/15 IV. Risk Management Annual Report 2014/15 V. Value for Money Annual Report 2014/15	5.15pm-5.25pm Enclosed Enclosed Enclosed Enclosed
7.	Personnel: - I. Single Equality Scheme 2014/15	5.25pm-5.35pm Enclosed
FOR INFORMATION		5.35pm-5.50pm
8.	Management Accounts to 30 November 2015	Enclosed
9.	Minutes from Committees I. Finance and Employment: 2 December 2015 II. Quality and Standards: 25 November 2015 III. Audit Committee: 23 November 2015 IV. Search and Governance: 10 November 2015	Enclosed Enclosed Enclosed Enclosed
10.	Health and Safety Annual Report 2014/15	Emailed
11.	Staff Annual Report 2014/15	Emailed
12.	Staff Development Annual Report 2014/15	Emailed
13.	Safeguarding Annual Report 2014/15	Emailed
14.	Press Coverage	Enclosed
15.	Events 2015	-
16.	Process Review <i>Aim: To receive an update from the Governor conducting process review</i>	5.50-5.55pm Verbal
17.	Date and time of next meeting: <u>Away Day: Tuesday 9 February 2016 commencing at 12.30 pm</u>	

Mission Statement - Success for our Students