

GOVERNING BODY

The next meeting of the Governing Body will be held in the Cathedral Room on Wednesday, 14 July 2010 at 4.00 pm

(Dinner will be served in the Goodwood Restaurant following the meeting of the Governing Body).

AGENDA

1. Apologies for Absence
2. Declaration of Interests

Governors are reminded that they have a personal responsibility to declare any interests they may have in items under discussion and to withdraw from the meeting during such discussions.
3. Minutes
 - a) To confirm the Minutes of the Meeting of the Governing Body held on Wednesday, 24 March 2010. (White)
 - b) A schedule of progress on actions agreed at the last meeting of the Governing Body is attached for information. (Green)
 - c) Other Matters Arising
4. Matters of Significance
 - a) Election of Chairman 2010 - 11

To consider the re-appointment of Frances Russell as Chairman with effect from 1 August 2010.
 - b) Election of Vice-Chairman for 2010 - 11

To consider the re-appointment of David Hett as Vice-

Chairman with effect from 1 August 2010.

c) Appointment of New Governors

- i) To consider the recommendation of the Governance and Search Committee to appoint Mrs Anne Jenkins and Ms Julie Harrison as members of the Governing Body for an initial term of four years from 1 August 2010, subject to annual review.

Subject to confirmation of the above suggestions will be made as the Committees they might most usefully serve on.

- ii) Business Support Staff Governor
To consider the appointment of Mr Dave McCall as the governor nominated by the business support staff of the College for an initial term of four years from 1 August 2010.

d) Terms of Office of Governors

A report by the Clerk to the Governing Body on the Terms of Office for Governors is attached for consideration.

(Blue)

e) Executive Team Performance Objectives

A report by Dr Richard Parker giving an update on progress against objectives set for the current year for the Senior Management Team is circulated for information.

(Yellow)

f) Strategic Aims and Priorities

To consider the recommendation of the Finance and General Purposes Committee to adopt the revised Strategic Priorities and Aims.

(Circulated Separately - Lilac)

(The Strategic Priorities were circulated with the Agenda for the meeting of the Finance & General Purposes Committee of 30 June 2010. Governors are asked to bring them to the meeting).

g) Capital Strategy 2010 - 20

To consider the draft Capital Strategy 2010 - 20 together with the use of the recent capital grants announced by

the Skills Funding Agency, which is recommended for adoption by the Buildings and Estates Committee. Angie Hobson will report further.

(Pink)

i) Pay Award 2010 - 11

To consider the recommendation from the Finance and General Purposes Committee that a consolidated pay award of 0.5 per cent be made to all staff on College contracts. Shelagh Legrave will report further.

j) Strategic Internal Audit Plan 2010 - 14

On the recommendation of the Audit Committee to consider adopting the draft Strategic Audit Plan for 2010 - 14, together with the internal audit plan for 2010 - 11.

(Cream)

k) Three Year Financial Forecast 2010 - 13

To consider the three year Financial Forecast for the period 2010 - 13, which the Finance and General Purposes Committee recommends for adoption. If adopted, the forecast for 2010 - 11 will become the budget for that year.

(Circulated Separately - White)

(The Three Year Financial Forecast was circulated with the Agenda for the meeting of the Finance & General Purposes Committee of 30 June 2010. Governors are asked to bring them to the meeting).

k) Banking Tender

To consider a recommendation from the Finance and General Purposes Committee that the services of Lloyds TSB PLC be retained for a further five years from 1 January 2011. John Goble will report further.

l) Joint Work with the University of Chichester

To consider a recommendation from the Finance and General Purposes Committee to establish a virtual Business School with the University of Chichester. John Goble will report further.

(Green)

l) Franchising Operations

Shelagh Legrave will report.

5. Briefing and Other Items

a) Chairman and Principal's Report

Frances Russell and Richard Parker will report on current issues.

b) A Year of Marketing at Chichester College - Markets, Activities, Research and Impact

Helen Ward will give a presentation to update the Governing Body on the activities of the Marketing Team over the last year.

c) Internal Audit Reports - Management Summary

To receive the management summary and recommendations from the internal audit reports for March and April 2010.

(Grey)

d) Management Accounts to 30 May 2010

To consider the recommendation of the Finance and General Purposes Committee that the management accounts for the period to 30 May 2010, be adopted

(Circulated Separately - White)

(The Management Accounts were circulated with the Agenda for the meeting of the Finance & General Purposes Committee of 30 June 2010. Governors are asked to bring them to the meeting).

e) Calendar of Meetings 2011

The full calendar of meetings for 2011 is attached for adoption.

(Gold)

6. Committee Minutes

The draft Minutes of the various meetings of the Committees held since the meeting of the Governing Body on 24 March 2010 are circulated for information. Committee Chairmen and members of the Committees are invited to raise any items of particular interest arising from them which are not dealt with under Items 4 and 5 of the Agenda.

(Circulated Separately)

7. Dates of Future Meetings

a) A Joint Governors Meeting with the University of Chichester, is being planned for the Autumn Term it will take place at the College.

b) Governor Development Event

The next Governor Development Event will take place on Friday, 15 October 2010 from 10.00 am to 4.00 pm in the Cathedral Room. The focus of the event will be the Governing Body's approach to Governance.

c) Governing Body Meeting

The next meeting of the Governing Body will take place on Wednesday, 15 December 2010 at 4.00 pm in the Cathedral Room.

8. Any Other Business

To consider any additional items of business which have been submitted in writing to the Clerk in advance of the Meeting.

9. Confidential Items

Confidential items are included under Part II of the Agenda