



### GOVERNING BODY CALENDAR OF MEETINGS 2019 – 2020

Committee	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020	June 2020	July 2020
Board of Governors			Sat 12 <sup>th</sup> Focus morning 9am to 12.30pm	OPEN DAY Sat 16 <sup>th</sup> 10am – 2.30pm	Thurs 5 <sup>th</sup>	?tbc (new financial return)		Tues 17 <sup>th</sup>				Weds 1 <sup>st</sup>
Audit				Tues 19 <sup>th</sup>				Tues 3 <sup>rd</sup>		Tues 5 <sup>th</sup>		
Finance & Resources		Tues 24 <sup>th</sup>		Tues 19 <sup>th</sup>		Weds 22 <sup>nd</sup>	Tues 25 <sup>th</sup>				Tues 23 <sup>rd</sup>	
Remuneration											2pm Weds 10 <sup>th</sup>	
Curriculum Standards & Quality			<del>Thurs 3<sup>rd</sup></del> Mon 14 <sup>th</sup>	QUALITY DAY Fri 22 <sup>nd</sup>			Tues 4 <sup>th</sup>			Weds 20 <sup>th</sup>		
Governance				Weds 6 <sup>th</sup>								Thurs 4 <sup>th</sup>

The full Board meets at 5.30pm for 6.00pm  
 Sub committees meet at 5.00pm for 5.30pm  
 Remuneration committee meets at 2pm (or as agreed)

Autumn term ends Thursday 19<sup>th</sup> December 2019  
 Spring term ends Friday 3<sup>rd</sup> April 2020. (Good Friday 10<sup>th</sup> April 2020)  
 Summer term ends 3<sup>rd</sup> July 2020 (Students) Fri 10<sup>th</sup> July 2020 (Staff)  
 ACVIC 2<sup>nd</sup> – 4<sup>th</sup> October 2019      AoC Annual Conference 19<sup>th</sup> – 20<sup>th</sup> November 2019

Schedule of Governing Body Business 2019 - 20

<p style="text-align: center;"><b>Autumn Term</b> <b>Thurs 5<sup>th</sup> December 2019</b></p>	<p style="text-align: center;"><b>Spring Term</b> <b>Tues 17<sup>th</sup> March 2020</b></p>	<p style="text-align: center;"><b>Summer Term</b> <b>Weds 1<sup>st</sup> July 2020</b></p>
<p>Audit Committee Report (18/19)</p> <p>Audited Financial Statements &amp; Regularity Report year end July 31<sup>st</sup> 2019</p> <p><b>Associate Principal Ethos:</b> Student Protection Policy review (incl Prevent Duty)</p> <p>Chair’s Action</p> <p>College Self-Assessment Report 18/19</p> <p>Committee Reports</p> <p>Committee structure and membership</p> <p>Eligibility &amp; Register of Interests</p> <p>Governor engagement: feedback from meetings, conferences etc</p> <p>Governors Training: (policy, annual report &amp; training needs)</p> <p>Health and Safety policy annual review</p> <p><b>Principal’s Report to Governors:</b></p> <ul style="list-style-type: none"> <li>• Enrolment &amp; Recruitment</li> <li>• Examination results analysis 18/19</li> </ul> <p>Professor Keohane / Student Award</p> <p>Student governors report</p> <p>Welcome / Farewell to governors, if applicable</p>	<p><b>Associate Principal Ethos, Annual Report</b></p> <ul style="list-style-type: none"> <li>• Safeguarding and the Life of the College</li> </ul> <p>Chair’s Action</p> <p>Committee Reports</p> <p>Conduct of Business – routine review</p> <p>Governor engagement: feedback from meetings, conferences etc</p> <p>Health &amp; Safety Report</p> <p><b>Principal’s Report to Governors:</b></p> <ul style="list-style-type: none"> <li>• Progress against strategic priorities</li> <li>• Quality Improvement Strategy</li> <li>• Student Destinations Report</li> </ul> <p>Review tuition/student registration fees (“Charging Policy”)</p> <p>Review of Confidential Minutes</p> <p>Review of publication of arrangements for obtaining views (Art 2 (b)) (approved July 2019)</p> <p>Schedule of Dates for Governors’ Meetings 20 - 21</p> <p>Student governors report</p> <p>Welcome / Farewell to governors, if applicable</p>	<p>Admissions Policy review</p> <p>Chair’s Action</p> <p>Committee Reports</p> <p>College Mission</p> <p>Election of Chair &amp; Vice Chair</p> <p>Financial plan, forecast &amp; budget</p> <p>Financial Regulations – annual review</p> <p>Governor engagement: feedback from meetings, conferences etc</p> <p>Governors Self Assessment plan for reviewing 2019 – 20</p> <p>Health and Safety Report 2019 - 20</p> <p>Internal Audit / Assurance plan for 2020 - 21</p> <p><b>Principal’s Report to Governors:</b></p> <ul style="list-style-type: none"> <li>• Risk Management annual report</li> <li>• GDPR &amp; FoI reports on activity &amp; compliance</li> <li>• Strategic planning</li> <li>• Recruitment &amp; Retention data</li> <li>• Progress against QIP</li> </ul> <p>Schedule of Business for Governors’ Meetings 20 – 21</p> <p><b>Associate Principal Ethos:</b> Safeguarding, welfare and ethos</p> <p>Student governors report</p> <p>Welcome / Farewell to governors, if applicable</p>
<p style="text-align: center;">New Financial Return to ESFA by 31<sup>st</sup> January 2020</p>		