



**SOUTHAMPTON CITY COLLEGE CORPORATION  
BOARD MEETING MONDAY 14<sup>TH</sup> DECEMBER 2009.**

Please let me know if:

- You will be unable to attend the meeting.
- You expect to arrive late or leave the meeting early.
- You intend to declare an interest in any item of agenda business. (Please note that any interest which arises during the meeting must be declared at the time).

These circumstances must be notified in advance as they may affect the meeting's quoracy.

David Warren  
Clerk to the Corporation  
(023 8057 7602)

A meeting of the Board of Southampton City College Corporation will be held at Southampton City College in the Board Room, Z Block , on Monday 14<sup>th</sup> December 2009 at 5.30 p.m.

Refreshments will be available from 5.00 p.m. The meeting will commence promptly at 5.30pm without a pre-meeting briefing.

**AGENDA**

**Preliminaries:**

1. Apologies
2. Chair's Introduction and welcome new member
3. Urgent Items
4. Minutes from 19<sup>th</sup> October 2009
5. Matters Arising

**Strategic Items for Approval:**

6. College Self Assessment Report for Approval by the Board.
7. College Performance Indicators 2009/10 and future targets

**Campus Redevelopment:**

8. Monthly Progress Report and Contingency Briefing
9. Completion Plan

**Items for Monitoring:**

10. College Performance Indicators 2008/09 – final
11. Financial Report/Management Accounts – October 2009
12. Internal Audit Annual Report
13. Audit Committee Annual Report to the Board

**Items for Approval:**

14. Appointment of the Clerk to the Corporation
15. Members Report and Financial Statements (plus Letters of Representation and Management Letters)
16. FMCE
17. Audit Committee Terms of Reference

**Committee Reports**

18. Audit Committee 23<sup>rd</sup> November 2009

**Board Routine Business:**

19. Board Self Assessment Report
20. Use of the College Seal
21. Safeguarding/Equality and Diversity

**Date of Next Meeting:** 8<sup>th</sup> February 2010

Search and Governance Committee: 18<sup>th</sup> January 2010  
Remuneration Committee: 25<sup>th</sup> January 2010

DRW  
7<sup>th</sup> December 2009