

Agenda No: 02



CORPORATE SERVICES COMMITTEE

FRIDAY 23 OCTOBER 2020

Report: Minutes of the meeting held on Monday 4 November 2019

Author: Clerk

Action: Approve

Status: Open

Present: John McCabe (Chair)
Judith Doyle (Principal)

In attendance: Martin Jesper (Interim Director of Finance)
Ivan Jepson (Director of Business Development)
David Keetley (Financial Controller)
Emma Moody (Clerk)
Suzanne Clark (Minutes)

C/217 Chair's Welcome, Apologies and Conflicts of Interest

It was confirmed that John McCabe would chair the meeting following temporary changes made to the membership of the Committee. The Chair welcomed everyone to the meeting. No apologies were received.

The Clerk advised that the terms of reference for the Corporate Services Committee require non-staff governors to be in the majority for quorum purposes and therefore the Committee was not quorate with only the Chair and the Principal in attendance. The Principal confirmed that the Committee was only being asked to recommend approval of the budget to the Board of Governors and, as this was the case, the decisions made would be authorised in any event by the Board subsequent to this meeting. The Clerk indicated that the Committee needed to consider recruitment of a new member to temporarily replace Martin Jesper for the interim period where he will be providing Director of Finance support to the College. This could be either a new person or an existing governor.

No conflicts of interest were declared at the start of the meeting and members were reminded to declare any conflicts that arose during the discussions in the meeting.

C/218 Minutes of the last meeting dated 20 June 2019

The minutes of the last meeting were agreed as a correct record.

C/219 Matters Arising

There were no matters arising.

C/220 Revision of Budget for year to 31 July 2020

The report was presented by the Principal / CEO.

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.

The revised budget was recommended to the Board of Governors for approval.

C/221 Delivery of Subcontracting Policy and Plan 2019/20

The report was presented by the Director of Business Development.

THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.

The policy and plan were recommended to the Board of Governors for approval.

C/222 Any other business

There was none.

C/223 Date of next meeting

The date of the next meeting was confirmed as Thursday 28 November 2019 at 12.30pm.