ESCG Board: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next			ımended E						Actio	
		Requirement		Review	ARaC	CDB (CS&Q GP	&R RC&I	Autumn	Spring	Summer	Note	Discuss	Approve
	nding Agenda Items													
	Welcome, Apologies & Declaration of Interests	Υ	Every Meeting						Х	Χ	Χ	Χ		
	Minutes & Matters Arising	Υ	Every Meeting						Х	Х	Х			Χ
3	Written Resolutions	Υ	Every Meeting						Х	Χ	Χ			Χ
4	Governance Items:		Every Meeting											
	- Membership & Recruitment													
	- Board & Committee Arrangements	Υ							х	Х	х	Х	Х	х
	- Training & Development	'							^	_ ^	^	^	^	^
	- Governance Improvement Plan - progress update and termly deep dive on priority													
	focus area.													
į	Exec Team Report to include:		Every Meeting											
	- Curriculum & Skills													
	- People & Culture													
	- Reputation & Partnership													
	- Estates & Digital Transformation													
	- Resources & Investment													
	Staff & Student Governor Reports	N	Every Meeting						Х	Χ	Χ	Χ	Χ	
	Committee minutes, approvals and to note items	Υ	Every Meeting						Х	Χ	Х	Χ		Χ
Te	m Specific Agenda Items													
8	Exec Team Report to include:	N	Annual - Autumn 1						х			Х	Х	
	- 16-18 Enrolment	IV	Allitual - Autuilli 1						^			^	^	
9	College Year-End Audited Accounts 2024-25, to include:													
	- Annual Report & Financial Statement	Υ			x			X	х				Х	х
	- Letter of Representation	'			I ^ I			^	^				^	^
	- External Auditor's Report to the Corporation				ш									
10	Governor Recruitment:													
	- Staff Governor Appointments - ratify	Υ	Annual - Autumn 2				>		X					х
	- Student Governor Apppointments - ratify		Aiman Autamin 2					`	^					^
	- Independent Governor Appointments - approve													
12	SPH Performance & Remuneration: [Confidential]													
	- Performance (2024-25)	Υ)		х				Х	х
	- Objectives (2025-26)	'							_ ^				^	^
	- Pay and terms & conditions													

ESCG Board: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next		Reco	mmend	led By						Actio	n
		Requirement		Review	ARaC	CDB	CS&Q	GP&R	RC&I	Autumn	Spring	Summer	Note	Discuss	Approve
13	Business Planning (2026-27):														
	- Budget	Υ					V		v			v		V	v
	- Curriculum Plan	Y					Х		Х			Х		Х	Х
	- Staff Pay Award														
14	Internal & External Audit Plans	Υ			Х							Х			Х
15	Board KPIs & Targets - 2026-27	Υ			Х		Х	Х	Χ			Х		Х	Χ
16	College Financial Forecast Return (CFFR) Submission - 2025	Υ	Annual - Summer						Χ			Х			Χ
17	Governance Matters:														
	- Committee Terms of Reference - 2026-27														
	- Board & Committee Membership - 2026-27	Υ						Х				x	х	Х	х
	- Governor role appointments	Y						^				^	^	^	^
	- Cycle of Business - 2026-27														
	- Board Self Review/External Review of Governance														
Anı	nual Reports														
18	Accountability Statement	Υ	Annual									х			Ratify
		Ť									_	^			Katily
19	Audit, Risk & Compliance Committee Report	Υ	Annual		Х					Χ					Χ
20	Diversity, Equity, Inclusion & Belonging Report & Action Plan	Υ	Annual				Х				Х				Χ
	Gender Pay Gap Report - 2024-25	Υ	Annual						Χ	Χ					Χ
22	Gender Pay Gap Report - 2025-26	Υ	Annual						Χ		_	Х			Χ
23	Governance, Performance & Reputation Report - confidential	Υ	Annual					Х		Χ					Χ
24	Health, Safety & Welfare Report	Υ	Annual		Х				Χ		Х				Χ
	Local Skills Improvement Plan Contribution Report	Υ	Annual				Х				_				
	Regularity Self-Assessment Questionnaire & Managing Public Money Return	Υ	Annual		Χ					Χ					Χ
	Risk Register	Υ	Annual		Х					Χ					Х
28	Safeguarding & Prevent Report	Υ	Annual				Х				_	Х			Χ
	Self Assessment Report & Quality Improvement Plan	Υ	Annual				Х			Χ					Х
	Declarations of Interest Register	Υ	Annual					Х		Χ					Х
31	Subcontracting & Partnership Arrangements - 2026-27	Υ	Annual				Х		Χ			Х			Χ
Str	ategies & Master Plans														
	ESCG Strategic Plan	Υ	Every 4 Years	Oct-28						Χ				X	Χ
	Board Risk Appetite	N	Annual	Oct-25				Χ		Χ				Х	Χ
	Community Engagement & Communications Master Plan	N	Every 4 Years	Jun-29				Χ				X			X
34	Curriculum & Skills Master Plan	N	Every 4 Years	Oct-28			Χ			Χ					X
	Estates Master Plan	N	Every 4 Years	Oct-28		X				Χ					Χ
	Five Year Financial Plan	Υ	Annual Refresh	Jun-26					Χ			Х		Х	Х
	People & Culture Master Plan	N	Every 4 Years	Oct-28					Χ	Χ					X
38	SEND Master Plan	N	Every 4 Years	Mar-29			Χ				X				X
39	Student Voice Master Plan	N	Every 4 Years	Jun-29			Χ		Χ			Χ			X

ESCG Board: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next		Reco	mmen	ded By					Actio	n
		Requirement		Review	ARaC	CDB	CS&Q	GP&R	RC&I	Autumn	Spring	Summer	Note Discuss	Approve
Pol	icies & Key Documents													
40	Anti-Bribery, Corruption & Fraud Policy	Υ	Every 3 Years	Jun-28	X							X		X
41	Arrangements for Obtaining The Views of Staff & Students	Υ	Every 2 Years	Mar-27			Х		Х		X			Х
42	Cash & Treasury Management Policy	Y	Every 2 Years	Jun-27	Χ							X		X
43	Code of Conduct For Corporation Members (Eversheds)	Υ	Every 2 Years	May-26		•		Х				Х		Х
44	Code of Good Governance (AoC)	N	Every 2 Years	Mar-27				X		Χ				Χ
45	Complaints Policy	Υ	Every 3 Years	Jun-26			Х		_		=	Х		Х
46	Data Protection Policy	Υ	Every 3 Years	Mar-28	Χ			_			X			X
47	Disaster Recovery & Business Continuity Plan	Υ	Every 3 Years	Mar-28	Χ						X			X
48	Diversity, Equity, Inclusion & Belonging Policy	Υ	Every 3 Years	Mar-27		-	Χ		X		X			X
49	Environmental & Sustainability Policy	N	Every 3 Years	Mar-28	X			_	X		X			X
50	Expenses Policy	N	Every 3 Years	Mar-28		-			X		X			X
51	Financial Regulations	Υ	Annual	Nov-25	Х				Х	Х				Х
52	Freedom of Information Policy	Υ	Every 3 Years	Nov-27	Χ					Χ				Х
53	Freedom of Speech & Expression Policy	Υ	Every 3 Years	Nov-26	X					X				X
54	Gifts, Hospitality & Declaration of Interests Policy	Υ	Every 3 Years	Nov-28	Χ					Χ				X
55	Governor Visits Policy	N	Every 2 Years	Oct-26				X		X				X
56	Grants, Income & Partner Contracts Procedure	N	Annual	Nov-25					_		_			Х
57	Health, Safety & Welfare Policy	Υ	Annual	Mar-26	Х				Х		Х			Х
58	Instrument & Articles of Government	Υ	Every 2 Years	Oct-26				Х		X				Х
59	Procurement Policy	Υ	Every 3 Years	Oct-26	Χ				_	X				X
60	Risk Management Policy & Framework	Υ	Every 3 Years	Jun-28	X						_	X		X
61	Safeguarding & Prevent Policy	Υ	Annual	Nov-25			Х			Х				Х
62	Scheme of Delegation	Υ	Annual	May-26				Х				Х		Х
63	Standing Orders	Υ	Annual	May-26				Х				Х		Х
64	Student Union Constitution	Υ	Every 3 Years	Nov-26			X			Χ				X
65	Subcontracting & Supply Chain Policy	Υ	Annual	Jun-26	Χ							Х		Х
66	Tuition & Other Fees Policy	Υ	Annual	Mar-26					Х		Х			Х
67	Whistleblowing Policy & Procedure	N	Every 3 Years	Jun-28	Χ							Х		Χ

Audit, Risk & Compliance Committee: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next	Joint Revie	w Recommend		Term			Actio	
		Requirement		Review	ARaC RC8	to Board	Autumn	Spring	Summer	Note	Discuss	Approve
	nding Agenda Items											
1	Welcome, Apologies & Declaration of Interests	Υ	Every Meeting				Х	Х	Х	Χ		
2	Minutes & Matters Arising	Υ	Every Meeting				Х	Х	Х			Χ
3	Inter Committee Referral	N	Every Meeting				Х	Х	Х	Χ	Χ	
4	Audit Reports	Υ	Every Meeting				Х	Х	Х	Χ	Χ	
5	Audit Recommendations Tracker	N	Every Meeting				Х	Х	Х		Χ	
6	Risk Register	Υ	Every Meeting				Х	Х	Х		Χ	Χ
7	Report on Fraud Irregularities	Υ	Every Meeting				Х	Х	Х	Χ		
8	National Developments in FE Audit	Υ	Every Meeting				Х	Х	Х	Χ		
Ter	rm Specific Agenda Items											
9	Continuation of the internal and external audit service - retendering process	N			Χ				Χ		Χ	
10	Meet Internal/External Auditors (without management present)	N			Х Х		Х				Χ	Χ
11	College Year-End Audited Accounts 2024-25, to include:											
	- Draft Annual Report & Financial Statement (ESCG & PTHL)		Annual - Autumn									
	- Accounting Estimates & Areas of Judgement	Υ			ХХ	Υ	Χ				Х	Χ
	- Draft Letter of Representation											
	- External Auditor's Draft Report to the Corporation											
12	Internal & External Audit Plans	Υ			Х	Y			Х		Χ	Х
13	Priority KPIs for Board & Committee Reporting – 2026-27	Υ				Υ			Х		Х	Х
14	Governance Matters:		Annual - Summer									
	- ARaC Committee Terms of Reference	v	Annuai - Summer		,,	.,			.,	.,	.,	.,
	- Schedule of Meetings - 2026-27	Υ			Х	Y			Х	Х	Х	Х
	- Cycle of Business - 2026-27											
Anı	nual Reports											
15	Audit, Risk & Compliance Committee Report	Υ	Annual		Х	Y	Х					Χ
16	Health, Safety & Welfare Report	Υ	Annual		ХХ	Υ		Х]			Х
	Information Governance - Data Protection Report	Υ	Annual		Х	N			Х			X
	Internal Audit Annual Report	Υ	Annual		Х	N			Х			X
19	Regularity Self-Assessment Questionnaire & Managing Public Money Return	Υ	Annual		Х	Υ	Х					Χ
	Report on Individualised Learner Record Data Checks	N	Annual		Х	N			Х			X
21	Risk Register	Υ	Annual		Х	Y	Х					Х

Audit, Risk & Compliance Committee: Cycle of Business - 2025-26

# Item	Statutory	Frequency	Next	Joint F	Review	Recommend		Term		Actio	n
	Requirement		Review	ARaC	RC&I	to Board	Autumn	Spring	Summer	Note Discuss	Approve
Policies & Key Documents											
22 Anti-Bribery, Corruption & Fraud Policy	Υ	Every 3 Years	Jun-28	X		Υ			X		X
23 Cash & Treasury Management Policy	Υ	Every 2 Years	Jun-27	Χ		Υ			X		X
24 Data Protection Policy	Υ	Every 3 Years	Nov-25	Χ		Υ	Х] '			X
25 Disaster Recovery & Business Continuity Plan	Υ	Every 3 Years	Mar-28	X		Υ		X			X
26 Environmental & Sustainability Policy	N	Every 3 Years	Mar-28	X	X	Υ		Χ			X
27 Financial Regulations	Υ	Annual	Nov-25	Х	Х	Υ	Х				Х
28 Freedom of Information Policy	Υ	Every 3 Years	Nov-27	X		Υ	X				X
29 Freedom of Speech & Expression Policy	Υ	Every 3 Years	Nov-26	X		Υ	X				X
30 Gifts, Hospitality & Declaration of Interests Policy	Υ	Every 3 Years	Nov-28	Х		Υ	X				Х
31 Grants, Income & Partner Contracts Procedure	N	Annual	Nov-25			N					Х
32 Health, Safety & Welfare Policy	Υ	Annual	Mar-26	Х	Χ	Υ		Х			Х
33 Procurement Policy	Υ	Every 3 Years	Oct-26	X		Υ	X				X
34 Risk Management Policy & Framework	Υ	Every 3 Years	Jun-28	X	X	Υ			X		X
35 Subcontracting & Supply Chain Policy	Υ	Annual	Jun-26	Х		Υ			Х		Х
36 Whistleblowing Policy & Procedure	N	Every 3 Years	Jun-28	X		Υ			Χ		Х

<u>Curriculum, Skills & Quality Committee: Cycle of Business - 2025-26</u>

# Item	Statutory	Frequency	Next	Joint Review	Recommend		Term			Actio	n
	Requirement		Review	CS&Q RC&I	to Board	Autumn	Spring	Summer	Note	Discuss	Approve
Standing Agenda Items											
1 Welcome, Apologies & Declaration of Interests	Υ	Every Meeting				Х	Х	Х	Χ		
2 Minutes & Matters Arising	Υ	Every Meeting				Х	Х	Χ			Χ
3 Inter Committee Referral	N	Every Meeting				Х	X	Χ	Χ	Χ	
4 Curriculum, Skills & Quality Report:		Every Meeting									
- Student Satisfaction											
- Retention											
- Attendance	N					Х	Х	Χ	Χ	Χ	
- Achievement											
- Quality Improvement Plan Monitoring											
- Safeguarding & Prevent											
6 Student Governor Verbal Update	N	Every Meeting				Χ	Χ	Χ		Χ	
Term Specific Agenda Items											
7 Self-Assessment Report Validation	N	Annual - Autumn			Υ	Х				Χ	
8 Quality Improvement Plan	N				Υ	Х				Χ	Х
9 Prevent Risk Assessment	N				Υ	Χ				Χ	Χ
10 Governor Learning Walk	N	Annual - Spring			N		X			Χ	
11 Priority KPIs for Board & Committee Reporting – 2026-27	Υ				Υ			Х		Х	Х
12 Curriculum Plan (2026-27)	N				Υ			Χ		Χ	Χ
13 Governance Matters:		Annual - Summer									
- CS&Q Committee Terms of Reference - 2026-27	Y	Alliluai - Sullilliei			Υ			Х	Х	Х	Х
- Schedule of Meetings - 2026-27	Ť				ľ			^	^	^	^
- Cycle of Business - 2026-27											
Annual Reports											
14 Accountability Statement	Υ	Annual		Х	Υ			Χ			Χ
15 Diversity, Equity, Inclusion & Belonging Report & Action Plan	Υ	Annual		ХХ	Υ	Х					Χ
16 Local Skills Improvement Plan (LSIP) Contribution Report	Υ	Annual		Х	Υ			Х			Χ
17 Safeguarding & Prevent Report	Υ	Annual		Х	Υ			Χ			Χ
18 Self Assessment Report (2024-25) & Quality Improvement Plan (2025-26)	N	Annual		Х	Υ	Х					Χ
19 Subcontracting & Partnership Arrangements - 2026-27	Y	Annual		x x	Υ			Х			Х
	T			^ ^	ı			^			^
Master Plans											
20 Curriculum & Skills Master Plan	N	Every 4 Years	Oct-28		Υ	X				Χ	X
21 SEND Master Plan	N	Every 4 Years	Mar-29		Υ		Χ			Χ	X
22 Student Voice Master Plan	N	Every 4 Years	Jul-29		Υ			Χ		Χ	X

Curriculum, Skills & Quality Committee: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next	Joint F	Review	Recommend		Term		Actio	n
		Requirement		Review	CS&Q	RC&I	to Board	Autumn	Spring	Summer	Note Discuss	Approve
Po	licies & Key Documents											
23	Arrangements for Obtaining The Views of Staff & Students	v	Every 2 Years	Mar-27	Y	X	V		Y			X
		'					,		^			
24	Careers, Education & Guidance Policy	Υ	Every 2 Years	Nov-26	X		N	X			X	
25	Complaints Policy	Υ	Every 3 Years	Jun-26	Х		Υ			Χ	_	Х
26	Diversity, Equity, Inclusion & Belonging Policy	Υ	Every 3 Years	Mar-27	X	X	Υ		X			X
27	7 Safeguarding & Prevent Policy	Υ	Annual	Nov-25	Х		Υ	Χ				Х
28	Student Engagement Policy	N	Every 3 Years	Jun-28	X		N			Χ		X
29	Student Union Constitution	Y	Every 3 Years	Nov-26	Χ		Υ	Χ				X

Governance, Performance & Reputation Committee: Cycle of Business - 2025-26

# Item	Statutory	Frequency	Next	Recommend		Term			Actio	n	Comments
	Requirement		Review	to Board	Autumn	Spring	Summer	Note	Discuss	Approve	
Standing Agenda Items											
1 Welcome, Apologies & Declaration of Interests	Υ	Every Meeting			Х	Х	Х	Х			
2 Minutes & Matters Arising	Υ	Every Meeting	1		Х	Х	Х			Х	
3 Inter Committee Referral	N	Every Meeting	1		Х	Х	Х	1	Х		As required.
4 Membership & Recruitment Update:		Every Meeting	1					1			
- Terms of Office & Succession Planning	Υ				х	х	х		X		
- Committee Membership	Ť				^	^	^		_ ^		
- Governor Recruitment											
5 Governance Review & Improvement:		Every Meeting									
- Governance Improvement Plan - Progress Update	Y				х	Х	х		×		
- External Review of Governance (every 3 years)	'				^	^	^		^		
- Annual Board Review & Committee Effectiveness (except for every third year)											
6 SPH Performance & Remuneration:		Every Meeting									
- Monitoring and review of changes in the sector relating to pension arrangements for	Υ				Х	Х	Х		Х		
senior staff, remuneration of chairs/governors											
7 National Policy, Legislative Developments & Governance Best Practice Update	N	Every Meeting			X	Х	Х		Х		
8 Reputation & Brand Update - Verbal	N	Every Meeting			-	Х	X		Х		
Term Specific Agenda Items											
9 Governor Learning & Development Programme	N				X				Х	Х	
10 Governor Recruitment:											
- Staff Governor Elections	Υ				Х			Х	Х		
- Student Governor Elections											
11 SPH Performance & Remuneration: [Confidential]											
- Performance (2024-25)	Y	Annual -		Υ	Х				x	Х	
- Objectives (2025-26)		Autumn								•••	
- Pay and terms & conditions]					
12 Governance Review & Improvement:	Υ			Υ			Х		х	Х	
- Governance Improvement Plan - refresh						,					
13 Governance Audit (every 2-3 years):	Υ				X				Х		
- Scope & Approach											
14 Governance Review & Improvement								l			
- Governor annual 1:1 conversations	Y	Annual - Spring				Х		Х	Х		
- Annual Board Self Assessment Review Planning	Y			Υ		X				V	
15 Review of Director of Governance Independence	Y			Y		_ X			Х	Х	
16 Governance Review & Improvement:											
- Skills Audit Results	٧			Υ			х		x	Х	
- Board & Committee Effectiveness	Y			Y			Х		X	Х	
- Chair of the Board Annual Review											
- Summary Desktop Review 17 Priority KPIs for Board Reporting – 2026-27	Y	Annual -		Υ			Х		Х	Х	
, , , , , , , , , , , , , , , , , , ,	Y	Summer		Y			Х		X	Х	
18 Governance Matters:				ĺ							
- GP&R Committee Terms of Reference (2026-27)	Y			v			v	v	V	v	
- Special Committee Terms of Reference (2026-27)	Y			Υ			Х	Х	Х	Х	
- Cycle of Business (2026-27)											
- Schedule of Meetings (2026-27)								<u> </u>			

Governance, Performance & Reputation Committee: Cycle of Business - 2025-26

# Item	Statutory	Frequency	Next	Recommend		Term			Action		Comments
	Requirement		Review	to Board	Autumn	Spring	Summer	Note [Discuss	Approve	
Annual Reports											
19 Compliance with the AoC Code of Good Governance	Υ	Annual		N			Χ			Х	Committee level approval.
20 Governance, Performance & Reputation Report	Υ	Annual		Υ	Χ					Χ	
21 Mapping Against the Senior Post Holder Remuneration Code	Υ	Annual		N	Χ					Х	Committee level approval.
22 Declarations of Interest Register	Υ	Annual		Υ	Χ					Χ	
23 Reputation & Brand Report	N	Annual		N	Χ					Х	Committee level approval.
Strategies & Master Plans											
24 Board Risk Appetite	N	Annual	Oct-25	Υ	Х				Х	Х	
25 Community Engagement & Communications Master Plan	N	Every 4 Years	May-29	Υ			X		X	X	
Policies & Key Documents											
26 Code of Conduct For Corporation Members (Eversheds)	Υ	Every 2 Years	May-26	Υ			Χ			Х	
27 Code of Good Governance (AoC)	N	Every 2 Years	Mar-27	Y	X					X	Review moved to Spring Term.
28 Governor Induction Booklet	Ν	Every 2 Years	Oct-26	N		Х				v	Committee level approval. Delegated to GP&R Committee and moved to
	IN			IN		^				^	Spring Term (rather than Autumn).
29 Governor Learning & Development Programme	N	Annual	Oct-25	N	Х					Х	Committee level approval.
30 Governor Recruitment & Succession Planning Policy	Υ	Every 2 Years	Mar-26	N		Χ				Х	Committee level approval. Moved to Spring (rather than Autumn).
31 Governor Visits Policy	N	Every 2 Years	Oct-26	N	X					Х	Committee level approval.
32 Instrument & Articles of Government	Υ	Every 2 Years	Oct-26	Υ	X					Х	Frequency amended from annually to every 2 years.
33 New Governor Mentoring Policy	N	Every 3 Years	Mar-28	N		Χ				Х	Committee level approval. Moved to Spring (rather than Summer).
34 Scheme of Delegation	Υ	Annual	May-26	Υ			Χ			Х	
35 SPH Capability Procedure	Υ	Every 3 Years	Jun-28	N			Χ			Х	Committee level approval.
36 SPH Disciplinary Procedure	Υ	Every 3 Years	May-27	N			Χ			Х	Committee level approval.
37 SPH Grievance Procedure	Y	Every 3 Years	May-27	N			Χ			Х	Committee level approval.
38 SPH Remuneration Guidance	Υ	Every 3 Years	Oct-27	N	X					Х	
39 Standing Orders	Υ	Annual	May-26	Υ			Χ			Х	

Resources Culture & Impact Committee: Cycle of Business - 2025-26

#	Item	Statutory	Frequency	Next		nt Review	Recommend		Term			Actio	
		Requirement		Review	ARaC	CS&Q RC	kl to Board	Autumn	Spring	Summer	Note	Discuss	Approve
	anding Agenda Items												
	Welcome, Apologies & Declaration of Interests	Υ	Every Meeting					Х	Х	Х	Х		
	Minutes & Matters Arising	Υ	Every Meeting					Χ	Х	Х			Χ
	Inter Committee Referral	N	Every Meeting					Χ	Х	Х		Χ	
4	RC&I Committtee Report:		Every Meeting										
	- KPIs												
	- Finance Update, including Management Accounts							Х	Х	х		Χ	
	- People & Culture Update							^	_ ^	^		^	
	- Capital Development Projects Update												
	- Environmental & Sustainability Monitoring Update (may be verbal)												
Te	rm Specific Agenda Items												
	College Year-End Audited Accounts 2025-26, to include:												
	- Annual Report & Financial Statement	Υ			x	l x	Υ	Х				Х	х
	- Letter of Representation	1	Annual - Autumn		^	^	'	^				^	^
	- External Auditor's Report to the Corporation												
(Student Union Accounts & Budget Setting	Υ				X	N	Χ				Χ	X
	7 Draft Budget 2026-27, including Pay Award	Υ					Y			Х		Χ	Χ
Ş	Priority KPIs for Board & Committee Reporting – 2026-27	Υ					Υ			Х			Х
9	College Financial Forecast Return (CFFR) Submission - 2026	Υ					Υ			Х			Х
10	Governance Matters:		Annual - Summer										
	- RC&I Committee Terms of Reference - 2026-27	٧					Y			X	х	Х	х
	- Schedule of Meetings - 2026-27	Y					Ť			^	^	^	^
	- Cycle of Business - 2026-27												
M	aster Plans												
1:	Five Year Financial Plan	Υ	Annual	Jun-26			Y	Χ				Х	X
13	People & Culture Master Plan	N	Every 4 Years	Oct-28			Y	Χ				Χ	Χ
An	nual Reports												
13	Diversity, Equity, Inclusion & Belonging Report & Action Plan	Υ	Annual			Х Х	Υ	Χ					Х
	Gender Pay Gap Report - 2024-25	Υ	Annual			X	Υ	Х					Х
1	Gender Pay Gap Report - 2025-26	Υ	Annual			X	Υ			Х			Х
10	Health, Safety & Welfare Report	Υ	Annual		Х	X	Υ		Х				Х
1	Senior Post Holder & Governor Expenses - 2024-25	Υ	Annual				N	Х					X
18	Subcontracting Arrangements - 2026-27	Υ	Annual				V			V			V
L		Y					Y			Х			Х
19	Environmental & Sustainability Report	N	Annual				N			Х			X

Resources Culture & Impact Committee: Cycle of Business - 2025-26

#	ltem	Statutory	Frequency	Next	Joi	nt Revi	ew	Recommend		Term		Actio	n
		Requirement		Review	ARaC	CS&Q	RC&I	to Board	Autumn	Spring	Summer	Note Discuss	Approve
Poli	cies & Key Documents												
20	Arrangements for Obtaining The Views of Staff & Students	Υ	Every 2 Years	Mar-27		Х	Х	Υ		Χ			х
21	Cash & Treasury Management Policy	N	Every 2 Years	Jun-27	Χ		X	Υ			X		Х
22	Disposal of College Property	Y	Every 3 Years	Jun-28			X	N			X		Х
23	Diversity, Equity, Inclusion & Belonging Policy	Υ	Every 3 Years	Mar-27		Χ	Χ	Y		X			Χ
24	Environmental & Sustainability Policy	N	Every 3 Years	Mar-28	Χ		X	Υ		X			X
25	Expenses Policy	N	Every 3 Years	Mar-28			X	Y		X			X
26	Financial Regulations	Υ	Annual	Nov-25	Χ		Χ	Υ	Χ				Х
27	Health, Safety & Welfare Policy	Υ	Annual	Mar-26	Χ		Χ	Υ		Х			Х
28	Risk Management Policy & Framework	Y	Every 3 Years	Jun-28	Χ		Χ	Υ			Х		Х
29	Student Support Funds Policy	N	Annual	Jun-26			Χ	N			Х		X
30	Tuition & Other Fees Policy	Y	Annual	Mar-26			X	Υ		X			Х

ESCG Board & Committee Policy Schedule - 2025-26

# Item	Statutory	Frequency	Next	Lead Officer(s)	R	ecomm	ended B	у		Term		Action	Board
	Requirement		Review		ARaC	CS&Q	GP&R	RC&I	Autumn	Spring	Summer	Approve	Approval?
Policies & Key Documents													
1 Anti-Bribery, Corruption & Fraud Policy	Υ	Every 3 Years	Jun-28	COO/EDoF	Χ						X	X	Υ
2 Arrangements for Obtaining The Views of Staff & Students	Υ	Every 2 Years	Mar-27	DoG/DoP/AP-SE		Х	Γ	Х		X		Х	Υ
3 Cash & Treasury Management Policy	γ	Every 2 Years	Jun-27	EDoF	Х		_				X	X	Υ
	Ť				^						Λ	Λ	Ť
4 Code of Conduct For Corporation Members (Eversheds)	Υ	Every 2 Years	May-26	DoG		•	Х		Χ		X	X	Υ
5 Code of Good Governance (AoC)	N	Every 2 Years	Mar-27	DoG			Χ		X			Χ	Υ
6 Complaints Policy	Υ	Every 3 Years	Jun-26	CEO&P		Х					X		Υ
7 Data Protection Policy	Υ	Every 3 Years	Nov-25	COO/DoM&D	Χ				Χ			Χ	Υ
8 Disaster Recovery & Business Continuity Plan	Υ	Every 3 Years	Mar-28	COO/DoFM	Χ					Х		Χ	Υ
9 Disposal of College Property	Υ	Every 3 Years	Jun-28	EDoF				Χ			X	X	N
								^					
10 Diversity, Equity, Inclusion & Belonging Policy	Υ	Every 3 Years	Mar-27	EDoC&S/AP-SE		X		Χ		X		Χ	Υ
11 Environmental & Sustainability Policy	N	Every 3 Years	Mar-28	COO/DoFM	Χ		_	X		X		Χ	Υ
12 Expenses Policy	N	Every 3 Years	Mar-28	EDoF				Χ		X		Χ	Υ
13 Financial Regulations	Υ	Annual	Nov-25	EDoF	Χ			Χ	Χ			Χ	Υ
14 Freedom of Information Policy	Υ	Every 3 Years	Nov-27	COO	Χ				X			X	Υ
15 Freedom of Speech & Expression Policy	Υ	Every 3 Years	Nov-26	DoG	Χ				X			X	Y
16 Gifts, Hospitality & Declaration of Interests Policy	Υ	Every 3 Years	Nov-28	EDoF/DoG	Χ				X			Χ	Υ
17 Governor Induction Booklet	N	Every 2 Years	Oct-26	DoG			Χ			X		Χ	N
18 Governor Training & Development Programme	N	Annual	Oct-25	DoG			Х		Χ			X	Υ
19 Governor Recruitment & Succession Planning Policy	Υ	Every 2 Years	Mar-26	DoG			Х			X		Χ	N
20 Governor Visits Policy	N	Every 2 Years	Oct-26	DoG			Х		Χ			Χ	Υ
21 Grants, Income & Partner Contracts Procedure	N	Annual	Nov-25	EDoF	Χ		_		Χ			Χ	Υ
22 Health, Safety & Welfare Policy	Υ	Annual	Mar-26	COO/DoFM	Χ			Χ		Х		Χ	Υ
23 Instrument & Articles of Government	Υ	Every 2 Years	Oct-26	DoG			Х		Χ			Χ	Υ
24 New Governor Mentoring Policy	N	Every 3 Years	Mar-28	DoG			Χ			Х		Χ	N
25 Procurement Policy	Υ	Every 3 Years	Oct-26	EDoF	Χ				X			X	Y
26 Risk Management Policy & Framework	Υ	Every 3 Years	Jun-28	COO	Χ						Χ	Χ	Υ
27 Safeguarding & Prevent Policy	Υ	Annual	Nov-25	EDoC&S/AP-SE		Х			Χ			Χ	Υ
28 Scheme of Delegation	Υ	Annual	May-26	DoG			Х				Χ	Χ	Υ
29 SPH Capability Procedure	Υ	Every 3 Years	Jun-28	DoP			Χ				Χ	Χ	N
30 SPH Disciplinary Procedure	Υ	Every 3 Years	May-27	DoP			Χ				Χ	Χ	N
31 SPH Grievance Procedures	Υ	Every 3 Years	May-27	DoP			Χ				X	X	N
32 SPH Remuneration Guidance	Υ	Every 3 Years	Oct-27	DoP			Χ		Χ			X	N
33 Standing Orders	Υ	Annual	May-26	DoG			Χ		Х			Х	Υ
34 Student Engagement Policy	N	Every 3 Years	Jun-28	EDoC&S/AP-SE		Χ					X	X	N
35 Student Support Funds Policy	N	Annual	Jun-26	EDoF				Χ			Χ	Χ	N
36 Student Union Constitution	Υ	Every 3 Years	Nov-26	EDoC&S/AP-SE		Χ			Χ			X	Υ
37 Subcontracting & Supply Chain Policy	Υ	Annual	Jun-26	VP-BD	Χ		_			Х		X	Υ
39 Tuition & Other Fees Policy	Υ	Annual	Mar-26	EDoF				Χ		Х		X	Υ
40 Whistleblowing Policy & Procedure	N	Every 3 Years	Jun-28	COO/DoP	Χ						X	X	Υ