

## **CORPORATION POLICY ON PUBLIC ACCESS TO MEETINGS**

The Corporation have agreed that meetings of the Corporation and its committees will be open to non-members to attend.

Any member of the public who wishes to attend a meeting must contact the Clerk to the Corporation at least 7 days in advance of the meeting.

Whilst the majority of business conducted by the Corporation will not be confidential and thus meetings will be open to non-members to attend, the Corporation or a Committee may declare that a meeting or an agenda item is confidential. If a matter is declared to be confidential then a non-member may be excluded from the whole of a meeting or they must withdraw from any part of a meeting where required to do so by a majority of the members present at the meeting.

It will be at the Chair's discretion, on a case-by-case basis, as to whether a non-member(s) will be given the opportunity to contribute to a matter under discussion.

The Policy on public access to meetings will be publicised in the College's annual programme of Courses 'Ambitions' and on its website. A schedule of Corporation and Committee meetings will also be publicised on the College intranet and on its website.

Contact details for the Clerk to the Corporation:

ShIPLEY College  
Exhibition Road  
ShIPLEY College  
West Yorkshire  
BD18 3JW

Email – [jstott@shipley.ac.uk](mailto:jstott@shipley.ac.uk)

Telephone – 01274 327209

Agreed at the Corporation Meeting on 11 March 2008