



Board of Governors

Minutes of the meeting held on 2 July 2015

THE MEETING OPENED WITH A PRAYER

Item 1 – Members present:

Pamela Catherall
Phillip Collier
Simon Dale
Andrew Grant
James Gresty
Mark Higgins
Fr. John Hindley
Jacqui Langman
John Lumb (in the Chair)
Peter McGhee
Catherine Morgan
Peter Phillips
Teresa Richardson
Neil Stevenson
Pam Tate

Also in attendance:

Allan Keating (Director of Funding, Finance and Estates)
Anne White (Director of Students)

Item 2 – Declarations of Interest in any agenda item by Governors and staff present

None.

Item 3 – Resolve that any items of a confidential nature relating to the staff, finances or operation of the College be taken in a confidential part of the meeting.

Item 4 - Minutes of the meeting of 30 April 2015

AGREED and signed by the Chair.

Item 5 – Audit Committee Minutes 4 June 2015

The minutes of the meeting of the Audit Committee held on 4 June 2015 were submitted and the Chair, Pam Tate commented thereon.

She referred the meeting to the issue of high cost transport provision from certain areas outside of the borough and the associated high risk. This was recognised and accepted and would be kept under review.

AGREED: That the minutes of the meeting of the Audit Committee held on 4 June 2015 be approved.

Item 6 – Quality & Standards Committee 11 June 2015

The minutes of the meeting of the Quality & Standards Committee held on 11 June 2015 were submitted and the Chair, John Lumb commented thereon.

The meeting discussed student retention figures, in particular, the number of students who had left to take up apprenticeships. It was agreed that this was very likely to be an on-going issue and one that would be carefully monitored.

AGREED: That the minutes of the meeting of the Quality & Standards Committee held on 11 June 2015 be approved.

Item 7 – Finance & Resources Committee 25 June and 2 July 2015

The minutes of the meeting of the Finance & Resources Committee held on 25 June 2015 were submitted and the Chair, Neil Stevenson briefly commented thereon.

In respect of item 9 – Recommendations from Audit Committee - the Chair had spoken with the Chair of the Audit Committee and confirmed that the issues raised were the responsibility of the F & R Committee and that the necessary assurances were given.

The Chair commented on the success of the bursary fund. The scheme appeared to be working well; there was plenty of positive feedback. It was seen to be assisting students and the College Chaplain.

The Chair explained that a meeting of the F & R Committee had taken place immediately prior to this meeting specifically to consider the 3 year financial plan – copies of which were tabled at the meeting.

He proceeded to take the meeting through the Plan and commented on the financial difficulties the College would face in 2016/17 and the actions being taken to address these issues. The meeting was requested to accept the recommendation from the F& R meeting to approve the tabled 3 year financial plan.

The meeting also discussed the implications of the soon to be introduced Performance Related Pay – how it might operate, where the assurances would come from, how it would operate and other issues. It was AGREED that this was an issue on which Governors should be kept fully informed and would require careful monitoring.

AGREED: That the revised 3 year Financial Plan be approved.

AGREED: That the minutes of the meeting of the Finance & Resources Committee held on 25 June 2015 be approved.

Item 8 – The Future of Sixth Form Colleges

The meeting received correspondence and a briefing note from James Kewin from the Sixth Form Colleges Association – “From the margins to the mainstream: sixth form colleges and academy conversion along with a presentation from the Principal, Peter McGhee.

3 proposals were being suggested –

SFC’s and SFCA to forge closer links with schools, academies and free schools

SFCA to explore conversion to become 16 – 19 academies or 16 – 19 free schools

SFCA to broaden membership to become the voice of 16 – 19 education.

There followed a round the table discussion with various points of view being expressed.

It was AGREED: That the Principal be authorised to move forward with explanatory talks to conversion to become 16 – 19 academies or 16 – 19 free schools.

Item 9 – Principal’s Report on Strategic Objectives

The Principal submitted the above document and briefly commented on items of particular interest.

AGREED: That the report be noted.

Item 10 Matrix Assessment

Report circulated and commented on by Anne White.

The meeting wished to minute it’s thanks to Messrs Tony Dunn, Paul Nolan and Jan Thompson for all their hard work in SJR being accredited to the matrix quality standard for information advice and guidance services.

Item 11 – Draft Staff Redundancy Policy

A copy of the above Policy Document was submitted for approval.

AGREED: That the Staff Redundancy Policy be approved.

Item 12 – Governance Issues

The Clerk submitted the following reports -

- i) Committees
- ii) Dates of future meetings
- iii) Audit committee – Revised Terms of Reference

AGREED: That the above reports be approved.

Item 13 – AOB

The Chair announced that regrettably Neil Stevenson would be retiring from the Governing Body as from this meeting. On behalf of all the Governors he thanked Neil for the tremendous work he had done on behalf of the College and wished him a long and happy retirement.

AGREED: That in the interim Peter Phillip’s takes up the position of Vice Chair and Simon Dale the Chair of the Finance & Resources Committee.

Signed:

Date: