



# Board of Governors

Minutes of the meeting held on 7 July 2016

THE MEETING OPENED WITH A PRAYER

**Item 1 – Members present:**

Pamela Catherall  
Phillip Collier  
Simon Dale  
James Gresty  
John Lumb (in the Chair)  
Peter McGhee  
Peter McGuire  
Catherine Morgan  
Peter Phillips  
Josh Rowson  
Pam Tate

The Chair introduced and welcomed Peter McGuire a newly appointed Governor.

**Also in attendance:**

Dominic Jones (Director of Curriculum and Quality)  
Jim Winstanley (Director of Finance)  
Ann White (Director of Students)

**Apologies;**

Andrew Grant  
Mark Higgins  
Fr. John Hindley  
Teresa Richardson

**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 28 April 2016**

AGREED and signed by the Chair.

### **Item 5 – Audit Committee Minutes 9 June 2016**

The minutes of the meeting of the Audit Committee held on 9 June 2016 were submitted and the Chair, Pam Tate commented thereon.

AGREED: That the appointment of Mazars to carry out the 2016 financial audit be approved.

Risk Register – the Chair, Pam Tate and the Principal explained how the Colleges Risk Register and associated scoring system operated. Pam Tate informed the meeting of the Audit Committees concerns that all the items appearing on the Risk Register appeared to be “ High Risk”.

The scoring system was not “sensitive” enough and was very objective.

Following further discussion it was AGREED: that the Risk Register would be relooked at by the SLT. Also, that the Risk Register would be scrutinised once a year by the Full Governors meeting.

AGREED: That the minutes of the meeting of the Audit Committee held on 9 June 2016 and all the recommendations to the Governing Body therein be approved.

### **Item 7 – Quality & Standards Committee 16 June 2016**

The minutes of the meetings of the Quality & Standards Committee held on 16 June 2016 were submitted and the Chair, Peter Phillips commented thereon.

The Chair, John Lumb requested that he be kept informed of the dates of the Gold Award dates.

AGREED: That the minutes of the meeting of the Quality & Standards Committee held on 16 June 2016 be approved.

### **Item 7 – Finance & Resources Committee 23 June 2016**

The minutes of the meeting of the Finance & Resources committee held on 23 June 2016 were circulated and the Chair, Simon Dale commented thereon.

Jim Winstanley referred the meeting to the Budget for 2016/17 and the Financial Plan for 2016/18 reports that had been circulated and commented thereon.

Key Points of the Budget and College Financial Plan 2016-2018 –

The budget represents the first year of the 2 year financial forecast that has to be reviewed and agreed by the governing body before submission to the EFA by the 31<sup>st</sup> July.

This has been prepared excluding the effects of the proposed Academisation of the college and the implementation of FRS 102.

Overall the college is forecasting a surplus of £47.1k, based on recruiting 1,400 students though being funded for 1,383.

Income has reduced by £436.8k due to the reduction of student numbers and the tapering off of the Formula Funding Protection.

Expenditure is budgeted to reduce in line with income. Teaching staffing costs are based on the curriculum plan and there have been reductions in academic consumable costs, examination and premises costs.

The Financial health grade for the college remains at good for the duration of this forecast.

AGREED: That the Budget for 2016/17 and the financial Plan for 2016/18 be approved.

AGREED: That the minutes of the meeting of the Finance & Resources Committee held on 23 June 2016 and all the recommendations therein be approved.

### **Item 8 – Principals Report on Strategic Objectives**

Report submitted and the Principal commented thereon highlighting items of particular interest.

AGREED: That the report be accepted.

### **Item 9 – Anti-Harassment and Bullying Policy for Staff**

The Principal introduced and commented on the above report.

SLT have reviewed this policy, with some members of SLT having recent experiences against which to ‘test’ the policy. The current policy is felt to be fit for purpose and the only recommended change is at the foot of page 5 at the end of the second paragraph under ‘Advice’. The final sentence of this paragraph is an additional statement regarding an allegation made about the Principal. There are no other amendments or additions proposed.

AGREED: That the Anti-Harassment and Bullying Policy for Staff be approved.

### **Item 10 – Learner Voice Conference 15 June 2016**

Report circulated and Pam Catherall commented thereon and reported on the feedback from Students.

AGREED: That the report be noted.

### **Item 11 – i) Committees**

#### **ii) Dates of Future Meetings**

The Clerk submitted reports in respect of the above,

AGREED: That the reports be approved.

Signed: .....

Date: .....