

Northern Regional College

Governing Body – Unreserved Business

Minutes of the Unreserved Meeting of the Governing Body held on Wednesday 30 June 2020 by Skype, commencing at 5.20pm.

Present: Mr B McGahan (Chair), Mrs I Allison, Mr K Chambers, Mr R Cochrane, Ms A Dynes, Mrs J Eve, Mr W Hutchinson, Dr D Lennox Ms Y Mallon, Dr K McCambridge, Mr W McCluggage, Mrs G McConnell, Mr T Montgomery, Mr I Murphy and Prof T Scott

In Attendance: Mrs M Donnelly, Mr M Higgins, Mr P O'Neill, Ms J Small and Mrs K Wallace, Secretary

96.1 Apologies

Apologies were received for Mrs Hamilton and Mr Wilkinson.

The Chair noted that this would be the last meeting for a number of staff and Governors. On behalf of the Governing Body, he thanked Mr Lennox, Mr Cochrane, Mrs Donnelly and Mr O'Neill for their work and support and wished them well for the future.

96.2 Declaration of Interests

Dr McCambridge noted an interest in an item contained under the Chair's Communication. It was agreed that she would withdraw for this item and rejoin the meeting after that discussion.

96.3 Minutes of the Last Meeting

The minutes of the meeting held on 29 April 2020 were agreed.

Proposed: Mrs Allison Seconded: Mr McCluggage

96.4 Matters Arising

Members noted that the summary of key issues over a 3-year horizon had been supplied to the Resources Committee meeting on 15 June and will be provided for Governing Body meetings from September onwards.

96.5 Chair's Communication

The Chair outlined work carried out over May and June including attendance at Committee and Project Board meetings; participation in College Employers' Forum, including a meeting with the Chairs and the Department for discussions relating to Covid-19 issues; and his involvement in conciliation facilitated by the Labour Relations Agency with Trade Union side over pay terms and conditions.

He also noted his involvement in shortlisting and interviews for the VP T&L role, details of which appointment had been circulated to members and staff prior the start of the meeting. It was hoped that Mrs Christine Brown would commence with the College in September.

Finally, he reported that he had enjoyed meeting with 40 managers from across the College online at the end of year management briefing and workshop.

Governing Body Matters

The Chair spoke to his paper and put forward the following proposals for Governing Body positions, membership and issues viz:

- i. Proposed: Appointment of Mrs Gillian McConnell as Vice-Chair of the Governing Body.
Seconded: Mr Murphy.

It was noted that this position would commence on 1 July 2020.

5.23 pm Dr McCambridge withdrew from the meeting for the next item.

- ii. Proposed: 12-month extension to term of Dr McCambridge as academic staff governor.
Seconded: Mr McCluggage.

5.26pm Dr McCambridge re-joined the meeting.

- iii. Members were content for Mr McCluggage to continue as Chair of the Audit & Risk Committee.

- iv. Proposed: Mrs Allison and Mr Chambers to move to Education Committee, with Mrs Allison taking up position as Chair of the Education Committee.
Seconded: Mr Hutchinson.

- v. Members were content that Mr Murphy would continue as Chair of Resources Committee.

Members agreed that reference to the Strategic Improvement Committee would be removed from the College website and that revised Terms of Reference would be brought to the Governing Body in September, along with proposals for transacting urgent business and a definition of 'restricted business' in line with Schedule 4 of the College's Instrument of Government.

ACTION: Reference to the Strategic Improvement Committee to be removed from the College website.

96.6 Correspondence

None.

96.7 Principal's Report

The Principal's Report was taken as read. Prof Scott highlighted a number of key issues relating to transforming delivery, Campus 21, return to business, IT support and collaboration, annual staff awards and business engagement and upskilling.

Members noted the reduction in student applications and welcomed opportunities being developed by the College for partnership work with local Councils, in response to the reskilling needs of local businesses.

5.47pm Mr O'Neill left the meeting.

96.8 Audit & Risk Committee

The minutes of the meeting on 20 April 2020 and draft minutes of the meeting on 4 June 2020 were noted.

Mr McCluggage advised that he would work with Mr Higgins on rewording of the risk register.

It was noted that identification of opportunities for new learning, arising from the meeting on 4 June 2020, had been covered within the Principal's Report.

ACTION: Governors agreed to take part in a risk workshop, to be organised in late August or September 2020.

96.9 Resources Committee

The minutes of the meeting on 27 April 2020 and draft minutes of meeting on 15 June 2020, were noted. Mr Murphy updated members on actions taking place to identify details for a bid to cover the estimated impact of Covid-19 on the new build project.

Ms Small advised that the College Development Plan was still being developed on the basis of the draft template provided by the Department and that a commissioning note was expected shortly. The Chair reported that at the Chairs meeting with the FE Director, it had been confirmed that the submission date would be brought forward to 24 August but would not require the immediate approval of Governing Bodies, which would be sought at a later date.

Mr Murphy reported that a further meeting of Resources Committee had been held on 29 June to consider a confidential HR issue.

96.10 Education Committee

Mr Cochrane provided an update to members on the first Students' Union AGM, which had been held on 17 June and hosted by the College.

The minutes of the meeting held on 6 May 2020 and draft minutes of meeting on 10 June 2020 were noted.

Mr Lennox thanked members of the Education Committee and the Governing Body for their support over the past 12-months and offered his best wishes to Mrs Allison in the role of Education Committee Chair.

Mr Lennox noted details of the online course provision offering provided at the June meeting and the FE sector's agility and ability to respond to demand.

Ms Small took members through the report on the Whole College Quality Improvement Plan monitoring app, which is totally interactive. Members noted that work on amber actions, as outlined in the report, would be completed over the summer.

The Chair congratulated Ms Small on an excellent piece of work.

ACTION: A report on developments to be considered at the Governing Body meeting in September 2020.

96.11 Strategic Plan 2019-2024

Ms Small reported that, following the GB planning session on 17 June, overall strategic priorities had been agreed. The focus would now be on planning actions to deliver on priorities over the 5-year period, extending on the previous 3-year strategic plan. Members noted that actions would be aligned with annual CDP business plans.

96.12 Any Other Business

None.

96.13 Date of Next Meeting

Members noted the draft schedule of meetings, with meeting locations to be advised at a later date. The Secretary would liaise with Education Committee members on rescheduling the November meeting.

The Chair highlighted that further meetings to consider emergency business would be convened as and when needed.

It was agreed that the next meeting of the Governing Body would be held on Wednesday 16 September 2020, commencing at 5pm.

There being no further business, the meeting finished at 6.35pm.



Mr B McGahan _____

Date 16 September 2020

(Chair)



Mrs K Wallace _____

(Secretary)