

BOARD OF GOVERNORS

THURSDAY 15 OCTOBER 2015

Report: Minutes of the meeting held on Thursday 9 July 2015

Author: Clerk

Action: Approve

Status: Open



GATESHEAD COLLEGE

Present: Ivan Jepson (Chair)
Robin Mackie (by telephone)
Judith Doyle
Christine Jones
Catherine Dennis
Mark Taylor
David Mitchell

In attendance: John Holt
John Gray
Mark Thompson
Chris Toon
Emma Moody (Clerk)
Suzanne Clark

1914 Chair's Welcome / Apologies and Conflicts of Interest

Ivan Jepson was asked to take the Chair due to the absence of Robin Mackie, although Robin would be joining the meeting by telephone.

The Chair welcomed everyone to the meeting. Christine Jones was welcomed to her first meeting as a board member.

Apologies were received from Emily Cox, Kevin Fitzpatrick, Sally Hancox, Darren Heathcote, Nick Hurn, Chris Macklin, John McElroy, Ian Renwick and Nadine Hudspeth.

The Chair advised that members should declare any conflict of interest should they arise during the meeting.

1915 Ofsted Inspection Outcome

The report and the discussion 'are closed to the public' until such time as they are no longer commercially sensitive

1916 Results of the Strategic Away Day

The Chair and the Principal gave a verbal update.

The Principal reported that the Board had a successful and productive strategic planning day in April 2015. The focus of the day was recognising the challenges

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currently faced by the College but also looking at opportunities to grow. Following the strategy day, the Principal and RM discussed the need to continue some of the discussions. The Executive Team were tasked to work with Chairs of Committees to produce a detailed action plan for each quadrant.

The Principal and RM recently met with the Executive Team to follow up on these discussions and it was felt that the exercise was really productive and worthwhile. The outcome of the discussions puts the College in a well-informed position to make decisions. RM added that the future challenges are clear and the Director of Finance will be providing information in more details as part of the next agenda item. RM is looking forward to meeting with Chairs of Committees in the new academic year to follow up on this.

The Clerk tabled results from the Governance Task which formed part of the strategy day. The results show that all governors have similar thinking in terms of the table stakes and differentiators for the College (ie what was essential for every well run college and what really differentiated Gateshead college from the rest). The results reinforce that information is understood and that members also understand the College's weakness. The Clerk asked that if anyone hadn't yet sent feedback to still send this and it can be added to the results received so far.

The Chair asked that governors take this away to digest the information contained within it and contact the Clerk with any questions or queries.

1917 Draft Budget 2015/2016

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1918 Internal Audit Report – Governance

The Principal presented the report.

The Principal advised that this report had previously been presented to the Audit Committee. The report is a very strong endorsement that this is a highly effective model. The new quadrant structure gives a modern flexible approach and allows the governing body to carry out their duties in a highly effective way. Minor recommendations were made around the recording of actions which have already been taken on board.

The Clerk added that it was really pleasing to receive such positive feedback so early into the new quadrant reporting process.

The Chair added that the new model has flexibility and fluidity and that it is good to see external confirmation that the new model is working well.

The Principal added that SFA have sight of this which should give them confidence in the College.

The report was noted.

1919 KPI Quadrant Reporting

The report and the record of discussion 'are closed to the public' until such time as they are no longer commercially sensitive

1920 Annual Safeguarding Report

The Director of Student Experience presented the report.

This item is CONFIDENTIAL and not for publication.

It is important to note that criteria in the new Common Inspection Framework have been updated from September 2015 to include Prevent. It was reported that meetings with the designated safeguarding governor continue to be extremely useful and DM was thanked for his input.

The Chair commented that the College should be commended for the low number of students who don't feel safe and asked if there is a common theme in relation to those reporting that they do not feel safe. The Director of Student Experience responded that some students confuse health and safety with safeguarding and issues have been around not having the correct PPE and concerns over lighting.

DM, as governor with oversight for safeguarding, assured the board that he was entirely satisfied with the College's arrangements for safeguarding.

The Chair added that the College's approach to safeguarding is diligent.

RM took this opportunity to thank all for their participation and added that he is looking forward to 15/16. Telephone call was ended and RM left the meeting at 6.20pm.

The report was noted.

The Prevent policy was approved.

1921 Gazelle Update – CONFIDENTIAL

The report and the record of discussion 'are closed to the public' until such time as they are no longer commercially sensitive

1922 Confirmation of all of the minutes of the Board meetings and Committee meetings for the previous year

The Clerk gave a verbal update.

The Clerk made governors aware that all minutes were available in electronic format on the Governors Portal.

It was confirmed that the Governance and Search group was disbanded in June 2014. The Chair was asked to sign a copy of the last minutes. The Clerk advised that copies were available if anyone wanted sight of these.

The Board agreed to approve all minutes of the Board meetings and Committee meetings for the previous year.

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1923 Draft Board Calendar 2015/2016

The draft board calendar for 2015/2016 was shared by the Clerk.

Meeting planners have been sent to all members. Members were asked to contact the Clerk to advise of any issues. It was confirmed that Remuneration Committee meetings will be arranged separately. Strategy dates will be added during the new academic year. Governors were asked to approve the draft calendar.

All members agreed to approve.

1924 Chair's Review of Business

This item is CONFIDENTIAL and not for publication

1925 Any Other Business

This item is CONFIDENTIAL and not for publication

The Chair thanked CD for her contribution to the role of teaching staff governor. The Chair confirmed that CD's contribution was welcomed and invaluable and wished her success in her future career.

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The Chair added that Sabbatical President had recently left post and there is also a need to replace the current 16-18 student governor. MT was asked to pass on any advice on how to engage students better. The Principal reported that a new Sabbatical President has been appointed and will be taking up post in August. The Chair added that conversations were taking place around having smaller meetings with student representatives to develop their understanding of the role.

MT thanked the Principal and the Board on behalf of Higher Education students for improvements made.

1926 Date of next meeting

Thursday 15 October 2015 at 4.30pm.