



**REASEHEATH COLLEGE BOARD**

**Minutes of the meeting on Thursday 24 March 2016 at 9.00am  
L3/4, PLC, Reaseheath College**

**Present:** Karol Bailey (independent member)  
Colin Baxter (independent member)  
Meredydd David (Principal)  
Jon Furber (independent member)  
Dr Ian Graham (independent member)  
Elizabeth Harrison (independent member)  
Jodie Jones (student member)  
Anne McKay (staff member)  
David Pearson (independent member)  
Richard Ratcliffe (Chair)  
Eddie Sims (independent member)  
Emily Thrane (Vice Chair)

**Attending:** Peter Ryder, AoC Create, *part only*  
Neil Wallbank, AoC Create, *part only*  
Tim Wheeler, Vice Chancellor, University of Chester, *part only*  
Rachel Ellis-Jones, Assistant Principal and Dean of HE  
Matt Gower, Assistant Principal, Quality and Learner Services  
Graeme Lavery, Director of Finance and Resources  
Jo Maher, Assistant Principal  
Louise Woodman, Head of HR  
Jackie Schillinger, Clerk

Item	Content	Action
1.	<p><b>Welcome and apologies for absence</b></p> <p>The Chair welcomed all members and attendees to the meeting. Apologies were received and accepted from Rachel Bailey, Sonia Belfield, Josh Bufton, Malcolm Burns, Rose Rowland, Alastair Taylor and Dave Kynaston.</p>	
2.	<p><b>Declarations of interest</b></p> <p>Emily Thrane, Richard Ratcliffe, Jon Furber and Meredydd David declared an interest as directors of the college subsidiary company, DART limited in relation to that agenda item.</p>	
<p><b>Part 2 items are items 3-6 inclusive and item 15. These are confidential items not for publication.</b></p>		

<b>PART 1 items are items 7 to 14 inclusive</b>		
<b>7.</b>	<b>Minutes and matters arising</b>	
	Part 1 of the minutes of the meeting held on 10 December 2015 were confirmed as a correct record and signed by the Chair.	
<b>8.</b>	<b>Tuition Fees for approval</b>	
8.1	FE and HE tuition fee reports were presented for approval.	
<b>8.2</b>	<b>RESOLVED: The Reaseheath College FE and HE tuition fees are approved as proposed.</b>	
<b>9.</b>	<b>College Strategic Planning</b>	
9.1	The Principal presented the strategic objectives for 2016/17, with further consideration of the draft strategic plan by governors at the meeting on 11 May 2016.	
9.2	Governors received the strategic action plan progress report 2015/16 for information.	
<b>10.</b>	<b>Reports of the Committee Chairs were received for information and any decisions or approvals requested were considered and are set out below:</b>	
10.1	<b>Search and Governance Committee: The governing body approved:</b> <ul style="list-style-type: none"> <li>• Dr Ian Graham chairs the HE Committee to be set up for 2016/17 academic year.</li> <li>• Governor strategy day on 11 May 2016 to focus on collaboration options and campus tour</li> <li>• Extended board meeting on 14 July 2016 due to key strategic decision-making</li> <li>• 2016/17 Meetings calendar.</li> </ul>	
10.2	<b>Quality and Standards Committee: The governing body approved:</b> <ul style="list-style-type: none"> <li>• Close monitoring by the committee of English and mathematics improvement actions and impact this year.</li> <li>• The committee's request for all governors to access college Moodle Prevent training module if not already done so.</li> </ul>	
10.3	<b>Finance and General Purposes Committee: The governing body approved:</b> <ul style="list-style-type: none"> <li>• Close monitoring of student numbers and funding reporting this year by the committee.</li> </ul>	
10.4	<b>Audit Committee: The governing body approved and noted:</b> <ul style="list-style-type: none"> <li>• The committee will monitor the impact of actions in place to mitigate the potential impact to a proportion of next year's funding in relation to English and mathematics as a result of accuracy issues with the Personal Learning Record (PLR) database this year.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The identified risks in relation to English and mathematics performance and FE recruitment for 2016/17 monitored by the Quality and Standards and Finance and General Purposes committees respectively.</li> <li>• The internal audit reports, including the audit reporting on DART Limited raise no significant issues of concern to bring to the attention of the Board.</li> </ul>	
<b>11.</b>	<p><b>Equality and Diversity Report</b></p> <p>The Annual Equality and Diversity Report was received for information.</p>	
<b>12.</b>	<p><b>The following items were received for information, with thanks:</b></p> <ul style="list-style-type: none"> <li>• Principal's Report</li> <li>• Link Governor meeting feedback report</li> <li>• College Seal Report</li> </ul>	
<b>13.</b>	<p><b>Any other business</b></p> <p>No other business was reported.</p>	
<b>14.</b>	<p><b>Date of next meetings</b></p> <p>The dates of the next meetings were agreed as:</p> <ul style="list-style-type: none"> <li>• Wednesday 11 May 2016 at 9am – strategy day</li> <li>• Thursday 14 July 2016 at 9am – extended meeting.</li> </ul>	

*Following the meeting, lunch was taken in Reaseheath Hall at 1.15pm. Governors were joined by college managers and link department visits followed at 2.00pm. Graham Morgan, former staff governor, joined governors for lunch following his recent retirement from college.*

Signed:

Dated: