

**REASEHEATH COLLEGE BOARD**

**Minutes of the meeting of the Reaseheath College Board**

**Thursday 18 May 2017 at 9.30am**

**Room CCU103, Churchill House, Queen's Park Campus, University of Chester**

**Present:**

Karol Bailey	independent
Colin Baxter	independent, Chair, Audit Committee
Malcolm Burns	independent
Meredydd David	Principal
Jon Furber	independent, Vice Chair, Chair Finance and General Purposes Committee
Dr Ian Graham	independent, Chair, Higher Education Committee
Dr Elizabeth Harrison	independent
Robert Icke	staff
Anne McKay	staff
Jeremy Nicholls	independent
Richard Ratcliffe	independent, Chair and Chair, Search and Governance Committee
Alastair Taylor	independent
Charlie Woodcock	independent

**Attending:**

Rachel Ellis-Jones, Assistant Principal and Dean of HE  
 Matt Gower, Assistant Principal, Quality and Learner Services  
 Dave Kynaston, Vice Principal  
 Graeme Lavery, Director of Finance and Resources  
 Jo Maher, Assistant Principal, Curriculum  
 Jackie Schillinger, Clerk  
 Louise Woodman, Head of HR

**PART A meeting**

item	Content	Action
1.	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Sonia Belfield, Edwina McQueen, David Pearson, Gillian Richards, Eddie Sims, Professor Tim Wheeler DL, Emily Thrane, Hannah Holwell and Kerri-Anne Williams. The meeting was quorate.</p>	
2.	<p><b>Declarations of interest</b></p> <p>2.1 The following interests were noted:            Meredydd David, DART Limited director, University of Chester Council member; Richard Ratcliffe, DART Limited director; Jon Furber, DART Limited director, North Shropshire College (NSC) governing body member; Elizabeth Harrison, NSC governing body</p>	

2.2	<p>member; Jeremy Nicholls, NSC governing body member; Charlie Woodcock, University of Chester Senior Management Team member.</p> <p>There were no items of discussion or decision-making that the members considered required any of the above members to leave the meeting.</p>	
<p><b>3.</b></p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><b>Minutes and matters arising</b></p> <p>Part A of the minutes of the meeting held on 23 March 2017 were approved as a correct record and signed by the Chair. The following matters arising at that meeting were considered and agreed as follows:</p> <p><b>RESOLVED: To confirm approval of the College fees for FE students for the academic year 2017/2018.</b></p> <p><b>RESOLVED: Further to the resolution on 23 March 2017 to approve the HE tuition fees for the year 2018/2019, to receive the Higher Education OFFA Access Agreement 2018/2019, noting the further work to be carried out with OFFA to realign the Agreement to ensure that it remains fit for purpose going forwards.</b></p> <p><b>RESOLVED: To approve the Calendar of Meetings 2017/2018.</b></p>	<p><b>Comment to be passed to REJ outside the meeting.</b></p>
<p><b>4.</b></p> <p>4.1</p> <p>4.2</p>	<p><b>College Draft Strategic Plan Summary 2017-18</b></p> <p>The Principal presented the draft strategic plan summary for 2017/2018, based on the strategic planning work undertaken by managers and governors in January 2017. He explained that the full plan would come to the Board for approval at its July 2017 meeting. Members of the executive team then took governors through the respective strategic objectives, key areas of focus and key performance indicators for each of the following objective areas:</p> <p>Employer Engagement and Employability (Dave Kynaston);  Apprenticeships (Dave Kynaston);  English and maths (Jo Maher);  Higher Education (Rachel Ellis-Jones);  Quality – Teaching, Learning, Support and Assessment (Matt Gower); and  People and Culture (Louise Woodman).</p> <p>Governors thanked the senior team for the summary presentation of the plan, which they felt reflected the strategic planning outcomes very well and they looked forward to receiving the final plan for approval in July.</p>	<p><b>Final Plan July agenda</b></p>
5.	<p><b>Financial Health:</b></p> <p>The following items were provided to the meeting for information and assurance:</p> <ul style="list-style-type: none"> <li>• ESFA Letter</li> <li>• Financial Health Dashboard</li> <li>• Peter Lauener Letter</li> </ul>	

6.	<p><b>Items for information</b>  Governors received the 'Safeguarding Update for College Staff - April 2017' also circulated by email to governors at the same time as it had been circulated to all staff. All those in the meeting were requested to read and familiarise themselves with the update.</p>	<p><b>All – read safeguard-ing update</b></p>
7.	<p><b>Any other business</b>  There was no other business to report.</p>	
8.	<p><b>Date of next meeting</b>  The date of the next meeting was confirmed as Thursday 13 July 2017.</p>	

*A PART B meeting followed.*

SIGNED:

DATED:

*A development session followed at 11am*