

**MINUTES OF A MEETING OF RESTRICTED MEMBERS OF THE SOUTHERN REGIONAL COLLEGE GOVERNING BODY HELD ON WEDNESDAY 31 JANUARY 2024 AT 17.30 VIA TEAMS.**

**PRESENT:**

Dr Thomas Moore (Chair)  
Mr Raymond Sloan (Interim Principal / CEO)  
Mrs Geraldine Campbell  
Mr Sean Fitzsimons  
Mr Nick Harkness  
Mr Stuart Harper  
Mrs Monica Kelly  
Mrs Patricia McCaffrey  
Mr Gary McMurray  
Dr Laura Milner  
Mrs Hilary Singleton  
Dr Eileen Stewart  
Mrs Tracy Strachan  
Mrs Angela Whiteside

**IN ATTENDANCE:**

Mrs Lee Campbell, Director of Finance & Planning  
Mrs Ann Marie Hughes, Interim Director of Client Services  
Ms Libby Shackels, Director of Curriculum  
Miss Lindsay Armstrong, Secretary to the Governing Body

The meeting convened at 17.30.

The Chair emphasised the confidential nature of Governing Body meetings and commented on the need to maintain integrity and adhere to proper reporting lines. He advised that all communications are to go through the offices of the Chief Executive.

**A01. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**A02. DECLARATION OF INTERESTS**

The Chair reminded those present to declare at the commencement of the meeting any conflict of interest held in matters to be discussed. No interests were disclosed.

**A03. MINUTES OF THE GOVERNING BODY MEETING 11 JANUARY 2024**

The minutes of the Governing Body meeting of 11 January 2024 were reviewed for accuracy and approved as an accurate record on proposal from Mrs Strachan and seconded by Mrs Kelly.

**A04. MATTERS ARISING**

Dr Moore informed that he is not aware of any appointment to the Permanent Secretary positions.

Members were advised that a date for the revised Strategy Day is yet to be scheduled.

Mrs Campbell confirmed that she is to attend the Chief Executives' Forum training for Accounting Officers on 12 March 2024.

Dr Moore advised that the closing date for co-optee applications is 9 February 2024 and interviews are scheduled for 11 March 2024.

Members were informed that the FE Director, Mrs Louise Watson has confirmed her attendance at the next Governing Body meeting scheduled for 19 March 2024.

**ACTION  
By whom**

## **A05. CHAIRMAN'S BUSINESS**

- **Actions Log**
- **Correspondence File**

Dr Moore advised on a meeting of Committee Chairs scheduled for 29 February 2024.

The Chair informed that the Partnership Agreement was submitted to the Department prior to the deadline of 19 January 2024 and is awaiting Departmental sign off. Members were advised that the Partnership Agreement will replace the Management Statement / Financial Memorandum and informed that in addition to the annual review of Governing Body effectiveness there is a new requirement for an externally facilitated review of Board effectiveness at least once every three years.

Dr Moore provided detail on the upcoming Governor recruitment panels and advised that nominations on the New Years Honours are to be submitted by 9 February 2024.

Dr Moore advised on a FE Delivery workshop scheduled for 22 and 23 February 2024 to be convened at the Armagh campus and the Accountability meeting on 1 March 2024.

## **A06. COLLEGE DEVELOPMENT PLAN**

Mrs L Campbell referred to the draft College Development Plan (CDP) issued to Members on 18 December 2023 and informed on feedback from the Department received 26 January 2024.

She advised the Governing Body on revisions to the executive summary, individual KPIs and some points requiring clarification regarding the use of data sets.

Ms Shackels spoke to the new format of the CDP and the requirement to align to the 10X Strategy, the Accounts and the Whole College Quality Improvement Plan.

Members approved the changes and recommended that considerations to reputation be amended to reference quality of provision.

## **A07. ANY OTHER BUSINESS**

Dr Moore asked that all parties review and attend to any activities assigned to them within the action log.

## **A08. DATE AND TIME OF NEXT MEETING**

The next Governing Body meeting is scheduled for 18.30 on Tuesday 19 March 2024 in the Boardroom, Newry West campus.

The meeting concluded at 18.00.

signature redacted

CHAIR

DATE

19/3/24