

**MINUTES OF A MEETING OF THE GOVERNING BODY OF THE SOUTHERN REGIONAL COLLEGE  
HELD ON TUESDAY 17 JUNE 2025 IN BOARDROOM NEWRY WEST CAMPUS.**

<p><b>PRESENT:</b>  Dr Thomas Moore (Chair)  Mrs Lee Campbell (Principal / CEO)  Mrs Hilary Singleton  Mr Stuart Harper  Mrs Tracy Strachan  Mr Gary McMurray  Mr Sean Fitzsimons  Mrs Monica Kelly  Dr Laura Milner  Mrs Angela Whiteside  Mr Andrew Sloan (via Teams)  Dr Liz Finnigan  Mrs Sharon O'Hare  Mrs Patricia McCaffrey (via Teams)  Mr Nick Harkness</p>	<p><b>IN ATTENDANCE:</b>  Ms Libby Shackels, Director of Curriculum  Mrs Emma Foster Acting Secretary to the Governing Body  Ms Joanne McGuigan, Interim Director of Finance &amp; Planning</p> <p><b>APOLOGIES:</b>  Mr James Hutchinson (Student Governor)  Mr Raymond Sloan, Director of Client Services  Mrs Geraldine Campbell</p>
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The meeting convened at 18.30

<p><b>A01. WELCOME AND APOLOGIES FOR ABSENCE</b></p> <p>Apologies were received from Mr James Hutchinson, Mr Raymond Sloan and Mrs Geraldine Campbell.</p> <p><b>A02. DECLARATION OF INTERESTS</b></p> <p>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.</p> <p><b>A03. MINUTES OF THE GOVERNING BODY MEETING</b></p> <p><b><u>Governing Body minutes 01 April 2025</u></b></p> <p>The minutes of the meeting of the Governing Body held on 01 April 2025 were reviewed for accuracy and unanimously approved as an accurate record on proposal from and seconded by Mrs O'Hare and Mr Harkness</p> <p><b>A04. MATTERS ARISING</b></p> <p>No matters arising.</p> <p><b>A05. CHAIRMAN'S BUSINESS</b></p> <p>Dr Moore informed members that a new student governor has been appointed for the incoming year and will take up the post from October 2025.</p> <p>Dr Moore will contact the Department regarding the outgoing and incoming Student Governors. He also thanked Mr Hutchinson for his service this past year.</p> <p>Members were reminded about their upcoming Reviews / Appraisals and dates for these will be confirmed in due course by Mrs Foster.</p>	<p>Mrs Foster</p>
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This policy was approved by Mr McMurray and seconded by Mrs Strachan.

#### **A09 COMMITTEE MINUTES – FOR ADOPTION**

The following committee minutes were presented to members for adoption:

- Finance and General Purposes Committee 21 January 2025
- Audit and Risk Committee 28 January 2025
- Staffing Committee 04 March 2025
- Education Committee 11 March 2025

All four sets of minutes were reviewed for accuracy and unanimously approved as an accurate record on proposal from Mrs Kelly and Mrs Singleton.

#### **A10. COMMITTEE MINUTES – FOR REVIEW**

The following draft committee minutes were presented to members for information:

- Finance and General Purposes Committee 29 April 2025
- Audit and Risk Committee 13 May 2025
- Staffing Committee 20 May 2025

These were taken as read and nothing further was added.

#### **A11. DRAFT SRC STRATEGIC PLAN**

This document was the follow on from previous dedicated workshops during the year, during which Governors had the opportunity to feed in directly to its development.

Mrs L Campbell took members through the document and answered any questions members had.

Dr Finnigan said this document was well put together and easy to read.

Dr Moore thanked Mrs L Campbell and others, for the work put into this document.

#### **A12. GOVERNING BODY COMMITTEES TERMS OF REFERENCE**

<p>Members noted the documents. Mrs L Campbell informed members that the Committee's Terms of Reference will be brought to each committee meeting in the new academic year for adoption.</p> <p><b>A13. DfE ANNUAL YEAR END ASSURANCE STATEMENT 2024-2025</b></p> <p>Members noted the document.</p> <p><b>A14 DAO'S (Dear Accounting Officer) GOVERNANCE BULLETIN</b></p> <p>Members noted the bulletin.</p> <p><b>A15. COLLEGE DEVELOPMENT PLAN 2025/2026 DRAFT</b></p> <p>Mrs L Campbell drew members attention to this draft document. It was discussed at length and the Principal/ CEO answered any questions the members had.</p> <p>Dr Moore requested footnotes are included to the infographics in relation to the student figures.</p> <p>Mrs L Campbell advised members the final document as approved by the Director of Further Education will be brought back to the members for adoption.</p> <p><b>A16. ICS EFFECTIVENESS REVIEW FINAL REPORT</b></p> <p>Dr Moore informed members that the College's Final Report was received this afternoon, just prior to this meeting Given the proximity to the Governing Body meeting, Dr Moore will circulate the Report to Members for comment. It will inform an Agenda Item at the next Board meeting. Dr Moore confirmed the Sector Report is still in draft form. This also will come to the Governing Body when finalised.</p> <p>Mrs Foster confirmed the Final College Report will be circulated to all members for comments.</p> <p><b>A17 ANY OTHER BUSINESS</b></p> <p>None to report.</p> <p><b>REVIEW OF MEETING</b></p> <p>Members were content with the Governing Body meeting.</p> <p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>The next Governing Body meeting is scheduled for 02 September 2025 at 17.30 in Boardroom Newry West campus.</p> <p>The meeting concluded at 20.00</p> <p><i>Mrs O'Hare and Dr Finnigan left the meeting at 20.00</i></p>	<p>Ms Shackels</p>
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CHAIR

DATE

23/9/25.