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

PRESENT:

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

IN ATTENDANCE:

Ms Libby Shackels, Director of Curriculum

Mrs Emma Foster Acting Secretary to the Governing Body Ms Joanne McGuigan, Interim Director of Finance & Planning

APOLOGIES:

Mr James Hutchinson (Student Governor)
Mr Raymond Sloan, Director of Client Services

Mrs Geraldine Campbell

The meeting convened at 18.30

A01. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Mr James Hutchinson, Mr Raymond Sloan and Mrs Geraldine Campbell.

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

Governing Body minutes 01 April 2025

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

A04. MATTERS ARISING

No matters arising.

A05. CHAIRMAN'S BUSINESS

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.

Dr Moore will contact the Department regarding the outgoing and incoming Student Governors. He also thanked Mr Hutchinson for his service this past year.

Members were reminded about their upcoming Reviews / Appraisals and dates for these will be confirmed in due course by Mrs Foster.

Mrs Foster

Dr Moore drew members attention to the Remuneration Circular FE 07/17 and members noted this.

A briefing event in relation to the Department of Education's proposed 16-18 legislation is scheduled to take place 23 June in Banbridge Campus. The Principal/Chief Executive, Director of Curriculum and Chair of Education Committee will be attending.

A review of the Partnership Agreement will take place during the Governing Body meeting in September 2025.

Dr Moore informed members that the Director of Further Education is moving out of her current role to lead FE transformation project. Dr Moore advised members he will provide a further update when a new successor is confirmed.

Dr Moore made members aware that Belfast Met and North West Regional College have been recently successful in appointing new Chairs of their Governing Bodies.

A Convenor for the College Employers Forum has also recently been recruited, by DfE.

Dr Moore confirmed he recently attended events which included the "Celebration of Success" held in the Canal Court Hotel, Newry where students who over the past year have achieved competition success, have excelled within their course or who have represented the College in any area; were recognised and received awards. Dr Moore thanked other Governors for their attendance at this event.

Dr Moore had been informed three Governing Body members received correspondence directly from the Department regarding their consideration to serve for a second term. This will be discussed during the Review / Appraisal period, during the coming weeks.

Mrs Strachan stepped out of the meeting at 18.53 while members discussed and agreed that she be re-appointed for a second term, as College Governor.

Mrs Strachan re-entered the meeting at 18.55.

Dr Moore informed Mrs Strachan of the Governing Body's decision, which she accepted, and he will inform the Department of this.

Dr Moore

Dr Moore will write to governors in due course regarding the role/s of Committee Chairs as several of these are due for consideration.

Dr Moore

Finally, Dr Moore drew members attention to the letters enclosed regarding charitable status and members noted this. Governors will be informed of any future updates.

A06. PRINCIPAL AND CEO'S BUSINESS

Mrs L Campbell updated members on recent engagements attended in her role as Principal and Chief Executive of the College.

A07. REGISTER OF INTERESTS

Members noted the document.

A08 GOVERNING BODY POLICY REVIEW

Members noted the policy.

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 COMMITTES TERMS OF REFERENCE

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.

A13. DfE ANNUAL YEAR END ASSURANCE STATEMENT 2024-2025

Members noted the document.

A14 DAO'S (Dear Accounting Officer) GOVERNANCE BULLETIN

Members noted the bulletin.

A15. COLLEGE DEVELOPMENT PLAN 2025/2026 DRAFT

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.

Dr Moore requested footnotes are included to the infographics in relation to the student figures.

Ms Shackels

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.

A16. ICS EFFECTIVENESS REVIEW FINAL REPORT

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.

Mrs Foster confirmed the Final College Report will be circulated to all members for comments.

A17 ANY OTHER BUSINESS

None to report.

REVIEW OF MEETING

Members were content with the Governing Body meeting.

DATE AND TIME OF NEXT MEETING

The next Governing Body meeting is scheduled for 02 September 2025 at 17.30 in Boardroom Newry West campus.

The meeting concluded at 20.00

Mrs O'Hare and Dr Finnigan left the meeting at 20.00

