

SANDWELL COLLEGE

Minutes of a Meeting of the Board of Governors
held on Monday 16th May 2016,
in Room 5F/43, at Central Campus,
commencing at 5.00 p.m.

Present:-	Mr. J. Tew	(Independent)	(in the Chair)
	Mr. N. Dunne	(Independent)	
	Mr. K. Ellis	(Independent)	
	Mrs. T. Hurst	(Independent)	
	Ms. R. Jenkins-Crutchley	(Independent)	
	Mr. N. Johal	(Independent)	(part of meeting)
	Mr. T. Mahmood	(Independent)	
	Mr. G. Pennington	(Principal)	
	Mrs. L. Pitsillides	(Staff)	
	Mr. A. Scott	(Independent)	
	Mr. M. Smith	(Staff)	
	Mr. J. Uddin	(Independent)	

Also in Attendance:-

Mr. D. Hawkins	Executive Director for Finance and Resources	
Mr. D. Holden	Vice Principal	
Mrs. A. Llewellyn	Director for Adult, Community and Foundation Learning	
Mrs. K. Lord	Assistant Principal	
Ms. A. Sheridan	Director for Quality, Learner Services and Innovation	
Mrs. K. Whiting	Executive Director for People and Corporate Services	
Sir B. Moorcroft	Principal – Trafford College	(part of meeting)

The Chairman asked that members consider agenda item 8 “Black Country Area Based Review and Associated Matters”. Discussions regarding this agenda item are detailed below under minute number B16.45.

B16.38 Declarations of Interest B16.38

During discussion of agenda item 8, Mr. Johal declared an interest in Steps to Work as he was a member of its Board.

B16.39 Apologies B16.39

Apologies were received from Mrs. Parker, Mrs. Wood, Messrs Britton and Imasogie, and the Corporation Secretary. Mr. Johal apologised for late arrival.

B16.40 Minutes of the Meeting of the Board of Governors B16.40

held on Monday 22nd February and the Special Meeting
held on Thursday 14th April 2016

The minutes of the meetings held on Monday 22nd February and Thursday 14th April 2016 were approved for signature by the Chairman.

RESOLVED: that the minutes be approved.

Mr. Johal joined the meeting.

- B16.41 Matters Arising B16.41
NOT FOR PUBLICATION
- B16.42 Students' Union Constitution B16.42
Discussion of this item was deferred to the meeting of the Board of Governors planned to take place on Monday 13th June 2016 as it needed to be considered by the Student Council prior to approval by the Board.
RESOLVED: that discussion of the Students' Union Constitution be deferred to the meeting of the Board of Governors planned to take place on Monday 13th June 2016.
- B16.43 Management Accounts for the Period ended 31st March 2016 B16.43
The Executive Director for Finance and Resources presented the management accounts for the period ended 31st March 2016.
Members were informed of the current forecast surplus and cash positions, which compared favourably to the previous year. It was noted that due to the increase in student numbers there had been a corresponding increase in the cost of bus passes and other student support requirements. Members noted that there had been some additional capital expenditure on furniture to accommodate the increased number of students.
A query was raised regarding the level of operating profit that a college should seek to achieve. It was explained that there needed to be a balance between ensuring the College could deal with any unexpected funding cuts and ensuring that monies were reinvested back into the College.
A further query was raised regarding a peak in the cash flow during March and it was explained that this was due to the payment profile of funding allocations to the College.
The Principal emphasised the importance of looking at the College's financial trajectory and ensuring it was sustained. The focus should be on a continued increase of 16-18 year old learners.
RESOLVED: that the management accounts be received.
- B16.44 Minutes of the Meeting of the Search Committee held on Monday 29th February 2016 B16.44
The Chairman presented the minutes of the meeting of the Search Committee held on Monday 29th February 2016 and outlined the recommendations that had been made to the Board of Governors.
The Chairman reminded members that his term of office as an Independent Member would cease at the end of July 2017 and there was a need to consider and ensure effective succession planning.
Members were informed that unfortunately, due to personal circumstances Mrs. Brook had decided to resign from the Board of Governors. The Board expressed its thanks to Mrs. Brook for her contribution to its work over a number of years and wished her well for the future.

RESOLVED:

- a) that Mr. Ninder Johal be appointed as an Independent Member on the Board of Governors for a three-year term of office commencing 1st June 2016 and ceasing on 31st May 2019.
- b) that Mr. Johal be appointed as second temporary Vice-Chairman of the Board of Governors with effect from 1st June 2016.
- c) that Mr. Johal be appointed as a member of the Remuneration Committee with effect from 1st June 2016.
- d) that the Board of Governors note that the Chairman of the Board of Governors would step down as a member when his current term of office ceased in July 2017.
- e) that Mrs. Brook's resignation from the Board of Governors be noted.
- f) that the Board of Governors place on record its thanks to Mrs. Brook for her contribution to the work of the Board of Governors and its committees over a number of years and wished her well for the future.
- g) that the minutes be received.

B16.45 (NFP) NOT FOR PUBLICATION B16.45 (NFP)

B16.46 Any Other Business B16.46

There were no items of other business.

B16.47 Determination of Confidential Items B16.47

Members agreed that the minutes relating to agenda items 4(i) and 8 should be deemed confidential.

RESOLVED: that minutes relating to agenda items 4(i) and 8 be deemed confidential

B16.48 Date of Next Meeting B16.48

The next meeting of the Board of Governors was planned to take place on Monday 13th June 2016, commencing at 5.30 p.m., at Central Campus.

The meeting terminated at 6.55 p.m.