

GOVERNING BODY



Minutes of a Meeting held at the North Kensington Centre on Monday 5 June 2023
at 4.45 pm

Present:

Ms Leisha Fullick, External Governor (**Chair**)
Mr Victor Olowe, External Governor (**Vice-chair**)
Mr Alex Cole, External Governor
Miss Justine Brian, External Governor
Mr Nic Durston, External Governor
Dr Andrew Gower, Principal and Governor
Mrs Gail Le Coz, External Governor
Ms Susan Lindsey, External Governor
Mr Jonathan Slater, External Governor
Mr James Ward, External Governor

Absent:

Mr Pedro Dias Ferreira, External Governor
Ms Gill Evans, External Governor
Ms Heather Fry, External Governor
Mr Jerome Godfrey, Student Governor
Miss Marshal Ngcongco, Student Governor
Ms Jessie Peramal, External Governor
Mrs Debbie Ryle, Staff Governor
Ms Moyra Samuels, External Governor
Dr Melissa Score, Staff Governor
Mr Raymundo Zuñiga, External Governor

In attendance:

Mr Marco Macchitella, Deputy Principal
Mr Matthew Cunningham, Chief Marketing and Engagement Officer (CMEO)
Ms Alison McNamara, Chief People Officer (CPO)
Mr Martin McNeill, Clerk to the Governing Body and Company Secretary

RESOLUTIONS

- To confirm the minutes (including the reserved minutes) of the meeting held on 9 May 2023 (Minute 3.1)
 - To dissolve the Special Committee and Appeal Committee and to accept the minutes of the Special Committee as confirmed minutes (Minute 4.2)
 - To approve the programme of board and committee meetings for 2023-24 and the related meeting arrangements (Minute 5)
 - To offer a fellowship to Sara Robertson-Jonas (Minute 9)
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1. Apologies for absence and quorum

- 1.1. Apologies for absence were received from Pedro Dias Ferreira, Heather Fry and Jessie Peramal and accepted. The Board noted the absence of three other external governors.
- 1.2. The Clerk reported that, because the main agenda item was one from which staff and student governors would have been required to withdraw, those four governors had been given special leave of absence. He confirmed that the meeting was quorate.

2. Welcome, introduction and declarations of interest

- 2.1. The Chair welcomed all present and emphasised the confidential nature of the business to be discussed.
- 2.2. All governors confirmed that they had no interests that they were under a duty to disclose in accordance with Article 5 of the College's Articles of Association.

3. Minutes of the meeting held on 9 May 2023

- 3.1. The Board agreed to confirm the minutes (including the reserved minutes – Item 6 on the agenda of this meeting) of the meeting held on 9 May 2023 and to authorise the Chair to sign those minutes as a correct record of the meeting.
- 3.2. Governors were pleased to note that a link to a chart showing the organisational structure of the College was now available in the 'Administrative Resources' section of the Information for Governors SharePoint site.

4. Minutes of meeting of Special Committee

- 4.1. The Board received and considered the approved draft minutes (including the reserved minutes – Item 7 on the agenda of this meeting) of the meeting of the Special Committee held on 17 May 2023 and noted the Committee's decision to delete the post of Deputy Principal and Deputy CEO and to offer a voluntary redundancy package to the existing Senior Post Holder.
- 4.2. It was agreed that the Special Committee and Appeal Committee could now be dissolved and the minutes of the Special Committee accepted as confirmed minutes.

5. Programme of meetings

The Board approved the programme of board and committee meetings for 2023-24 and the related meeting arrangements and asked the Clerk to ensure that Outlook invitations were sent to all relevant governors and supporting staff.

6. Reserved minutes of the meeting held on 9 May 2023

See Minute 3.1 above.

7. Reserved minutes of meeting of Special Committee

See Minute 4.1 above.

8. Senior staff restructuring

- 8.1. The Principal reported that consultation on the first phase of the restructuring was complete: the Deputy Principal would be leaving the College on 12 June, and the Director of Community Learning in early September. There would be an opportunity for staff (and any governors who were available) to express their thanks to the Deputy Principal and extend their good wishes on Friday 9 June at 3.30 pm.
- 8.2. The Board agreed to place on record its thanks to the Deputy Principal for his outstanding service and commitment to the College over almost ten years and wished him every future success.
- 8.3. The Chair paid tribute to the expertise and skill with which he had driven quality improvement and curriculum expansion while ensuring the safety and full engagement of a diverse student body. The Vice-chair of the Curriculum and Quality Committee expressed his appreciation and that of the Chair and other members of the Committee for the significant improvement in the quality of the information available to the Committee over the three years since merger, which had enabled the Committee to play a much more effective role in providing assurance to the Board and developing the curriculum strategy.
- 8.4. The Principal reported that interviews had taken place on 1 June for the three new Vice-Principal posts and the following appointments had been made:
 - Vice Principal (Curriculum Impact) and Centre Principal (Waterloo): Bushra Iqbal
 - Vice Principal (Innovation, Quality and Performance) and Centre Principal (Chelsea): Matias Shortcook
 - Vice Principal (Student Engagement) and Centre Principal (North Kensington): Craig Hanlon-Smith
- 8.5. Staff would be made aware of these new appointments on the afternoon of 6 June. At the same time, consultation would begin on the second phase of restructuring, which involved the replacement of seven curriculum management roles (two of them currently vacant) with three new roles. Five members of staff were potentially affected. The Principal confirmed that this restructure of curriculum management, combined with the restructure of the SLT that was now complete and the continued holding of some vacant posts, would enable the College to reach its target of a £500k annual saving in management costs.

9. Other business

The CMEO reported that Sara Robertson-Jonas, who had been a highly successful Head of the School of Visual Arts at Waterloo for nine years, and who had also served from 2015 to 2020 as a staff governor, had decided to retire at the end of this College year. He asked the Board to consider inviting her to become a Fellow of the College. This proposal was unanimously agreed.

5. Date of next meeting

The Board noted that the next meeting would be on Monday 17 July 2023 at 4.30 pm at the Waterloo Centre.

The meeting ended at 5.05 pm

Martin McNeill
Clerk to the Governing Body

Confirmed as a correct record at the meeting held on 17 July 2023 and signed
by.....(Leisha Fullick) (Chair of that meeting)

SCHEDULE OF OUTSTANDING ACTIONS

Minute	Action	Responsible	By when	Progress
6 June 2023				
5	Send invitations to 2023-24 board and committee meetings to all relevant governors and supporting staff	Clerk	9 June 2023	