



TyneCoastCollege

Meeting of the Board

Venue: South Tyneside College/Teams

Date: 11 June 2026

Time: 4.30pm – 5.15pm

Present: Stuart Blackett
Joanne Fanning
Gary Hindmarch (GHi)
Graeme Hardie
Neil Henry
Clive Johnson
Nicola McCluskey
David Ormston
Andrew Potts
Rebecca Wall
Lindsey Whiterod

Apologies: Jim Dafter
Philip Dixon
Michael Johnston
Alan Nixon
Tony Hawkins
Becky Edwards

In Attendance: Neil Longstaff (Director of Governance)
Lorna Lister (Senior Governance Support Officer)
Steve Collins (Executive Director of Infrastructure and Transformation)
Craig Scott (Executive Director of Digital and Projects)

ACTION TRACKER

Item	Summary of Action Required	By whom	Status	Comment/Update
Meeting of the 2nd April 2026				
4.3	<u>CEO Report:</u> Meeting to be arranged between Chairs and CEO of College and TCAT Boards.	LWh		11/06/26 – Now the Chair of the College Board has been appointed this meeting can now be arranged for the next term. 16/07/26 – Not yet arranged.
Meeting of the 11th June 2026				
7.	<u>Governance Update:</u> Audit Committee renamed as Audit & Risk Committee	NL/LL		Complete
	Link Governor roles to be circulated to the Board.	NL/LL		Complete

	JF appointed onto the music & Performing arts advisory board.	NL/LL		Complete
10.	AOB: Survey to be sent out on preferred meeting time options.	LL		Complete
	Governors outstanding returns are to be completed.	ALL		Complete
	Appointments to be arranged with specific governors and Fe Commissioner.	NL		Complete

Minutes

ITEM NO.	ISSUES	ACTION
1.	Apologies for absence The Board received and approved apologies for absence from those identified above after having first considered the reasons for their absence.	
2.	Appointment of the Chair The Acting Chair introduced this item by noting that one nomination had been circulated with the papers for the permanent position of Chair. There were no further nominations received. SB withdrew from the meeting. Governors considered the nomination of SB for Chair of the Board. It was confirmed that the appointment was for a three-year term with an annual review. Resolved: That Stuart Blackett is confirmed as Chair of the Board for a three-year term office with immediate effect and that Gary Hindmarch is to revert to Vice-Chair of the Board. SB returned to the meeting and was informed of the Board's decision. Stuart Blackett in the Chair SB thanked governors for their support and stated that he looked forward to working with the members of the Board and staff.	
3.	Declarations <u>3.1 Declarations of interests</u> The Chair reminded members to declare any conflicts of interest as they arose on the agenda. There were standing declarations for links to Tyne Coast Academy Trust for the following: LW, JF, GHi and CJ. <u>3.2 Business to be raised under Item 10</u> Principal Appointment process for the Marine School.	

	• FE Commissioner Visit • Governor Attendance/Survey	
4.	Confirmation of the minutes The minutes of the meetings of the Board held on the 02 April, 21 April and 28 April 2026 were approved subject to one amendment for 28 April: GH was to be moved from apologies to 'in attendance'. Matters arising not covered elsewhere on the agenda As shown on the Action Tracker	
5.	Strategic Plan 2025 – 2028 Update The updated Strategic Dashboard was presented to enable governors to review current organisational performance and assess progress against the position reported previously. The Strategic Plan 2025–2028 was included for reference and to support consideration of the dashboard in the context of the College's agreed strategic priorities. One item discussed was regarding the College's own accreditation within partnerships. A governor queried whether this referred to securing the ability to award qualifications directly. The CEO clarified by explaining that it had been marked red not because of local failure, but because national restrictions currently prevented that route across the country. However, this was still an aim of the College. The people element also attracted comment. JF reported that she had completed 2 Link Governor meetings with the CEO and the Director of HR and stated that AE had linked this into her forthcoming report for Board in July and that actions were in hand, including professional development for two senior staff on the non-marine side through the AoC programme and a wider programme of team-building development. A governor observed that the people section appeared to contain a number of amber and red ratings and stated that this was the area that stood out most immediately, although the explanation provided was helpful. The Board's overall view was that the document provided a useful picture of direction and progress. Resolved: That the Board accept the report acknowledging the information as provided	
6.	BT Building – Phase 1 redevelopment Castle Building Services Proposal Confidential Item	
7.	Governance Update The report aimed to update the Board on matters of governance. The following was discussed: • The current composition and membership of the College Board. • The memberships of the Committees following on from the development event discussion. • Link Governor roles allocated during the development event. NL addressed the committees and the need for Vice-Chair positions on the Finance & Resources, Quality and Audit Committees.	

	Q. Could the staff governor be appointed as a vice chair? No, unfortunately not. NL sought approval for the Audit Committee to be renamed the Audit & Risk Committee moving forward, to recognise the importance of risk within its terms of reference. NL explained that a Chair and Vice Chair were still required for the Capital Project Board, with a meeting due the following Monday. Governors considered the need to match appointments to relevant experience, and whether a different redistribution of committee Chairs might be appropriate. NH agreed that he would return to the Vice Chair role once a Chair had been appointed to the Capital Project Board. The Skills Register was presented and any gaps identified following the analysis needed to be addressed. It was also noted that the Skills Register was used to align governors to specific committees. NL introduced the advisory boards and outlined the curriculum areas currently covered, including sport, business, creative, counselling, hair, barbering, beauty, engineering, and marine. Q. Can you explain what an Advisory Board does? NL and NMc explained the role of the groups and the membership highlighting that they brought together employers and staff together to help shape curriculum planning and to provide useful feedback into governance. Governors were encouraged to express interest based on skills and curiosity rather than solely subject expertise. A further governance point concerned the visit from the FE Commissioner team on 29-30 June. NL stated that they had asked to meet particular governors linked to finance, audit, capital project, and quality, and those discussions would be arranged in due course. NL drew governors attention to governor attendance at meetings, which had been highlighted as an area of concern by the FE Commissioner. Resolved: That the Board accept the report acknowledging the information as presented. That the memberships of the Committees, as discussed during the development event, are approved. That the Link Governor roles are confirmed and that these be circulated to the Board for information. That Joanne Fanning is appointed as governor representative on the Music and Performing Arts Advisory Board. That the Audit Committee is to be renamed Audit and Risk Committee with immediate effect.	NL/LL NL/LL NL/LL
8.	Consent Agenda Confidential item	
9.	Minutes of the Committees of the Board The following Committee/Task Group minutes were received by the Board: - Capital Project Board – 30 April 2026 - Business Development Committee – 07 May 2026 Resolved: That the minutes of Committees are received and accepted.	

10.	Any other business <u>10.1 – Principal Appointment process for the Marine School</u> NL reminded governors of Simon Ashton's resignation as Principal of the Marine School and that the recruitment process was now under way. It was proposed that Gary Hindmarch and /or David Ormston be asked to serve on the Selection Panel because of their relevant marine background. The interview date was shared as 15 July 2026, with shortlisting still to be confirmed following the closing date of 22 June 2026. As DO was unsure of his availability, NMc offered to serve on the Selection Panel if possible. <u>10.2 – Governor Attendance/Future Meetings</u> As attendance at Board/Committee meetings was an area for improvements, it was suggested that governors be surveyed on the most suitable days and times for meetings so that attendance could be improved. The Chair remarked that this was one of the matters already raised by the Commissioner and should therefore be addressed promptly. NL asked those governors who had not yet supplied a short biography for the College website to do so as soon as possible. NL directed them to examples on the website. Resolved: i. That Governors accept the report and acknowledge the information presented. ii. That a proposed meeting day/time survey to be sent out asap. iii. That appointment times for the FE Commissioner were to be arranged. iv. That Gary Hindmarch and /or David Ormston are to serve on the Selection Panel for the post of SSMS Principal.	LL NL
11.	Date and Time of Next Meeting: Thursday 16th July 2026 at 3.00pm	
12.	Identification of confidential items • Item 6 - BT Building – Phase 1 redevelopment Castle Building Services Proposal • Item 8 – Consent Agenda - Payment to Constellia	

Chair:

Date: