



GOVERNING BODY

MINUTES

of the meeting held on Tuesday, 15 September 2009 at 5.45pm

PRESENT

Sister P Ainsworth
Mr M Bentley
Mr P Campbell
Mrs A Fox (Chair)
Mr D Frost
Mr L Goodlet
Sister V Hagen
Mrs M Holmes
Mr L Jones
Sister Margaret McMullan
Mr U Mukhtar
Mr A Noblet
Mrs S Smith
Mrs H Stainton
Miss M Westwell

IN ATTENDANCE

Mr J Barton (Clerk to the Governors)
Mrs AM Cassidy (Director of Finance and Funding)
Mrs M Locke (Minuting Secretary)
Mr P Woods (Vice Principal Resources)

- 1383 APOLOGIES FOR ABSENCE** Apologies for absence were received from Mr Peter Banks, Mr P Brown, Mr A Lilley.
- 1384 DISCLOSURE OF INTERESTS** No member of the Governing Body declared a personal interest in relation to any item on the agenda.
- 1385 ELECTION OF CHAIR**
- The Clerk to Governors invited nominations for appointment to the position of Chair of Governing Body with effect from 15 September 2009. It was
- RESOLVED:** that Mrs Anne Fox be appointed as Chair of Governing Body for the period 15 September 2009 to the date of the first ordinary meeting of the Governing Body during the Autumn term of the 20010/2011 Academic Year.
- 1386 ELECTION OF VICE-CHAIR**
- The Chair invited nominations for appointment to the position of Vice-Chair of Governing Body with effect from 15 September 2009. It was
- RESOLVED:** that Mr Les Jones be appointed as Vice-Chair of Governing Body for the period 15 September 2009 to the date of the first ordinary meeting of the Governing Body during the Autumn term of the 2010/2011 Academic Year.

1387 MINUTES OF MEETING HELD ON 1 JULY 2009

The minutes of the meeting held on 1 July 2009, having been circulated previously, were approved and signed by the Chair

1388 MATTERS ARISING FROM THE MINUTES

No matters arising from minutes

1389 GOVERNORS APPOINTMENTS

The Clerk informed the Governing Body of the recommendations of the Search Committee relating to membership of Governing Body (minute 79 of the Search Committee held on 15 September 2009 refers). The Committee had considered the terms of office of governors that end during 2009 – 2010, and had noted the following:

Student Governors : awaiting nominations from Student Council
Staff Governor : election planned during October 2009
Parent Governor : election planned during October 2009
Foundation Governor: Daughters of the Cross have appointed Helen Stainton for a further term of office until 31 October 2013
Co-opted : Mark Bentley's term of office ends on 31 October 2009. Search Committee recommend appointment for a further term of office.

RESOLVED: that Mark Bentley be appointed for a further term of office as Co-opted Governor from 1 November 2009 to 31 October 2013, and to note the appointment of Helen Stainton as Foundation Governor. Mr U Mukhtar was thanked for the valuable contribution he has made as Student Governor.

1390 PRINCIPAL'S REPORT

The Principal presented his report, which included:

- Mission and ethos – Principal detailed links made with Daughters of the Cross, local Parish, and Diocese; and events initiated to celebrate Holy Cross Day.
- Achievement - best results ever, and credit to staff and students is well deserved. Some further analysis of AS results needed
- Enrolment - Numbers carefully monitored this year to enable the college to meet its targets.
- University Centre – excellent results achieved
- 14-19 Agenda & Collaboration - need to keep collaboration work and 14 – 19 agenda a priority.
- Phase 3 of Management Review – update on developments in moving towards appointing a Deputy Principal
- Compensation Claim Update - Principal updated governors on recent developments relating to a compensation claim received from a former employee

RESOLVED: To receive the Report with thanks and record congratulations to all involved in contributing to the College's success during 2008/ 09

1391 HEALTH & SAFETY REPORT

The Vice Principal (Resources) presented the Report which included:

- Accident Incident Summary Report
- Health & Safety Training
- Progress on Safety related activities.

RESOLVED: To accept the Report with thanks

1392 PROPERTY STRATEGY UPDATE

The Vice Principal (Resources) presented the Report which dealt with possible options to create extra social space to alleviate possible overcrowding in some areas of the College. The suggestion is to undertake a feasibility study of possible developments, and then report back to Governing Body

RESOLVED: to approve the appointment of Bradshaw, Gass, and Hope to undertake a feasibility study at a cost no more than the figure included in the Report

1393 SELF ASSESSMENT REPORT - GOVERNANCE

The Clerk to Governors introduced the Report, which included a draft Governance Self Assessment Report and Risk Assessment.

RESOLVED: That the Governance Self Assessment Report (SAR), and Risk Assessment be approved for incorporation into a Leadership and Management SAR summary by the Vice Principal (Curriculum and Quality)

1394 CALENDAR OF MEETINGS & AGENDA PLAN

The Governing Body approved the calendar of meetings for 2009 – 2010; and the Governing Body Agenda Plan.

1395 MACHINERY of GOVERNMENT

The Chair thanked Mr P Brown for his report on 'Governance in the FE System' which had been circulated for information. The Principal updated governors on current developments in terms of funding methodology; changes in designation of colleges; and relationships with the Local Authority.

1396 ANY OTHER BUSINESS

- (a) It was agreed that the Head of Religious Education (Chair of Chaplaincy RE Liaison Group) should be invited to speak at the January 2010 meeting of the Governing Body.
- (b) The Clerk reported that College visits had been arranged to: Granada & Seville; Rome; Dublin; Nice; and Munich

Mr U Mukhtar left the meeting

1397 RESTRICTED ITEM Appointment of Deputy Principal

Meeting ended 7.40 pm