



GOVERNING BODY

MINUTES

of the meeting held on Wednesday 16 April 2008 at 5.35pm

PRESENT

Sister P Ainsworth
Mr M Bentley
Mrs A Fox (Chair)
Sister V Hagen
Marie Holmes
Mr L Jones
Sister M McMullan
Mr A Noblet
Mr MJ O'Hare
Mrs S Smith
Mrs H Stainton
Miss M Westwell

IN ATTENDANCE

Mr J Barton (Clerk to the Governors)
Mrs A-M Cassidy (Vice Principal Finance)
Mr D Gardner (Vice Principal Curriculum)
Mrs M Locke (Minute Secretary)
Mr P Woods (Vice Principal Resources)

1267 **APOLOGIES FOR ABSENCE** Apologies for absence were received from Mr A J Barmby, Mr P Banks, Sister M B Kelly, and Mr A Lilley.

1268 **DISCLOSURE OF INTERESTS**

No member of the Governing Body declared an interest in relation to any item on the agenda.

1269 **MINUTES OF MEETING HELD ON 30 JANUARY 2008**

The minutes of the meetings held on 30 January 2008 having been circulated, were agreed as a true record and signed by the Chair.

1270 **MATTERS ARISING FROM THE MINUTES**

Minute 1251 - Appointment of Governors

The Clerk reported on current position relating to vacancies on Governing Body:

Staff Governors: No nominations had been received for posts of Staff Governors, and the Clerk will repeat the election process during April 2008

Parent Governor: Chair welcomed the new Parent Governor, Marie Holmes whose term of office is until 31 October 2009.

Foundation Governor: the Clerk reported that there had been no reply from the Bishop re suggestions for a priest nomination. The Clerk suggested that a meeting of the Search Committee be arranged for 14 May 2008 to discuss all the vacant positions.

Student Governor: The Clerk informed governors that Andrew Barmby's term of office ends on 30 April 2008, and the Student Council will be asked to nominate a student to take his place. The Governing Body asked that their thanks to Andrew for his valuable contribution to the work of the Governing Body be recorded

RESOLVED: to note the Clerk to Governor's comments and formally approve that Marie Holmes be appointed as Parent Governor for a period ending 31 October 2009

1270 MATTERS ARISING FROM THE MINUTES

Minute 1253 - Instrument and Articles of Government

The Clerk reported that the expected date for the issue of revised Instrument and Articles of Government has now been projected as September 2009

1271 CURRICULUM UPDATE 2008/2009

The Vice Principal (Curriculum) presented a report that updated members of the Governing Body on matters that impacted on the curriculum at Holy Cross. The presentation included:

- Recent developments at Holy Cross
- New courses for 2008/2009
- 14-19 curriculum and work with schools
- Level 2 provision
- Enrichment curriculum
- Government priorities and their impact on Holy Cross College

RESOLVED: to receive the Report with thanks, and to note the curriculum proposals.

Mr D Gardner left the meeting

1272 VICE PRINCIPAL/FINANCE DIRECTOR REPORT

The Vice Principal/ Finance Director presented a Treasury Management Report for 2007/2008, and answered queries raised. It was suggested that an enhanced loan repayment should be made to pay the outstanding balance of the loan.

RESOLVED to approve the Treasury Management Report 2007/2008, and approve the proposal relating to enhanced capital loan repayment in May 2008

Mr A Noblet joined meeting

1273 PROPERTY STRATEGY

The Vice Principal (Resources) presented the report which included a possible capital project as part of a revised Property Strategy for the College. He emphasised that the capital project report and associated financial forecast were an outline model that would need revision at various stages of development. The Report included amendments agreed by Property and Finance Committee (Minute 278 8 April meeting refers).

The Vice Principal/ Finance Director outlined the implications of the projected Financial Forecast options.

RESOLVED: to approve:

- (a) the Property Strategy plus the associated financial forecasts
- (b) the revised implementation schedule outlined in Appendix 1 of the Report.

1274 PRINCIPALS REPORT

The Principal presented his Report which included:

- Performance Indicators and Corporate Targets (update)
- Destination data
- Students on roll
- Press Articles
- Visit of Sister Arlinda

RESOLVED: to receive the Principal's Report

Mr A Noblet left the meeting

1275 HEALTH & SAFETY REPORT

The Principal presented the Report and clarified queries raised. It was noted that there is no governor designated to attend Health & Safety Committee.

RESOLVED: to receive the Health and Safety Report

1276 RECOMMENDATIONS FROM PERSONNEL COMMITTEE

The Chair of Personnel Committee introduced the Report, which contained recommendations from Personnel Committee on changes in Human Resource Policies and procedures.

RESOLVED: to approve the recommendations of Personnel Committee on changes to the following Policies (minutes 473/ 474/ 475 of Personnel Committee 19 March 2008 refer)

- 1 Procedures for the dismissal of Senior Post Holders - await I & A outcome
- 2 Grievance Procedures for Staff - await I & A outcome
- 3 Capability Procedures - await I & A outcome
- 4 Disciplinary Procedures - await I & A outcome
- 5 Leave of Absence Policy - No change.
- 6 Whistleblowing (Public Interest Disclosure) Policy - change in name of contact person designated by Salford Diocese.
- 7 Professional Development Review Policy - no change in policy
- 8 Performance Management Review Policy - no change in policy
- 9 Evaluation of Staff Development 2006 – 2007/CPD Plan 2007 2008 – note the content of report/plan.
- 10 Continuing Professional Development Plan 2007 – 2008 - note content of plan
- 11 Information Security Management Policy - approved

1277 MINUTES OF COMMITTEE MEETINGS:

The Clerk to Governors asked the Governing Body to formally receive and accept the minutes of the following Committee meetings, which had been circulated:

Property & Finance	22 January 2008
Audit	20 February 2008
Remuneration	5 March 2008
Personnel	19 March 2008

RESOLVED: that the minutes of the Committees be formally received and accepted by the Governing Body.

Mrs Ann-Maria Cassidy; Mr MJ O'Hare; Mrs M Locke; and Mr Peter Woods left the meeting

1278 RESTRICTED ITEMS:

- (a) Joint Statement
- (b) Appointment of Principal
- (c) Recommendations from Remuneration Committee – 5 March 2008