



MINUTES

of the meeting held on Wednesday 30 January 2008 at 5.30pm

PRESENT

Sister P Ainsworth
Mr P. Banks
Mrs A Fox (Chair)
Sister V Hagen
Mr L Jones
Mr A Lilley
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 M Locke (Minute Secretary)
Mr P Woods (Vice Principal Resources)

1247 APOLOGIES FOR ABSENCE Apologies for absence were received from Mr A J Barmby, Mr M Bentley, Sister M B Kelly and Mrs A-M Cassidy (Vice Principal Finance).

1248 DISCLOSURE OF INTERESTS

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

1249 MINUTES OF MEETINGS HELD ON 12 DECEMBER 2007 AND 18 JANUARY 2008

The minutes of the meetings held on 12 December 2007, and 18 January 2008, having been circulated, were agreed as a true record and signed by the Chair.

1250 MATTERS ARISING FROM THE MINUTES There were no matters arising from the minutes

Mr A Noblet joined the meeting

1251 APPOINTMENT OF GOVERNORS

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

Staff Governors: elections for the two vacant positions will be arranged in February/March 2008

Parent Governor: an induction session for the prospective Parent Governor has been arranged for 15 February 2008

Foundation Governor: the Chair of Governing Body reported that she has written to the Bishop to seek suggestions for a priest nomination

RESOLVED: that the Governing Body note the Clerk's report.

Mr A Lilley joined the meeting

1252 REPORT FROM QUALITY AND STANDARDS COMMITTEE

The Principal and Les Jones, Vice Chair of Quality and Standards Committee, presented the Report which included:

- Self Assessment Report 2006 – 2007
- Performance Indicators and Corporate Targets
- Strategic Plan Update

RESOLVED: that the Governing Body approve the recommendations of the Quality and Standards Committee, that is:

- approval of the revised Performance Indicators and Corporate Targets format, and note the positive overall student retention rate.
- approval of the Self-Assessment Report 2006 – 2007, and record that governors are favourably impressed with overall results/ developments.
- approval of the Three Year Strategic Development Plan 2007 - 2010, and the Review of the 2006 – 2007 Development Plan

1253 INSTRUMENT AND ARTICLES OF GOVERNMENT

The Clerk to Governors updated the Governing Body on current developments for adopting revised Instrument and Articles of Government. A draft format is being examined by the Catholic Education Service, and it is hoped that the new version would be circulated at the end of February.

RESOLVED: that the Governing Body note the Clerk's report.

1254 VICE PRINCIPAL/FINANCE DIRECTOR REPORT

The Principal and Chair of Property and Finance Committee introduced the report which included proposed amendments to the Financial Regulations and Business Procedures; and letters received from the Learning and Skills Council (LSC) relating to 'Financial Statements/Regularity Management Letter 2006/07', and 'Internal Audit Annual Report 2006/07'.

RESOLVED: that the Governing Body approve the recommendations of the Property and Finance Committee:

- to approve the amendments to the Financial Regulations and Business Procedures; and congratulate the Vice Principal/Finance Director and other staff involved in achieving such positive responses from the LSC.

1255 MANAGEMENT ACCOUNTS TO 31 DECEMBER 2007

The Principal and Chair of Property and Finance Committee introduced the Management Accounts for the period ending 31 December 2007, and clarified matters raised. It was noted that Property and Finance Committee has recommended that an enhanced loan repayment of £200,000 could be paid in February 2008.

RESOLVED: to approve the Management Accounts for the period ending 31 December 2007, and approve the recommendation relating to enhanced capital loan repayment.

1256 PRINCIPALS REPORT

The Principal presented his Report which included:

- Performance Tables
- Success Rates 2005 – 2006
- Press Articles
- Performance Indicators and Corporate Targets
- Applications 2008
- Chaplaincy Report – January 2008
- ALPS analysis

RESOLVED: to receive the Principal's Report

1257 HEALTH & SAFETY REPORT

The Principal presented the Report and clarified queries raised.

RESOLVED: to receive the Health and Safety Report

1258 PROPERTY STRATEGY UPDATE

The Vice Principal (Resources) introduced the Report and answered queries raised. The Report outlined capital building projects on a choice of two possible sites. The Principal tabled a letter which gave updated information on one of the sites. Property & Finance Committee had recommended that approval should be given approval for compiling an outline capital project for one of the sites. Following discussion on costs, suitability etc. it was

RESOLVED: that Governing Body approves the recommendation of Property and Finance Committee, and asks that a revised Property Strategy, which includes the outline capital project, be presented to a future meeting.

1259 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:

Personnel	9 January 2008
Remuneration	9 January 2008
Quality & Standards	15 January 2008

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

Mrs M Locke and Mr P Woods left the meeting

1260 RECOMMENDATIONS FROM PERSONNEL COMMITTEE

The Governing Body discussed interim arrangements for covering the vacant Deputy Principal post.

RESOLVED: To approve the recommendation of Personnel Committee relating to the continued extra payment to Vice Principals to cover for Deputy Principal vacancy.

1261 APPOINTMENT OF PRINCIPAL

The Chair of Personnel reported on a meeting with recruitment agencies that had involved the Principal, Vice Principal Finance, Human Resources Manager, and the Chair of Remuneration Committee. The group had recommended one of the agencies to manage the appointment process for a new Principal. It was noted that the LSC had indicated their willingness to be involved in the process, perhaps through a 'stakeholders' panel'.

RESOLVED: To agree the use of the Recruitment agency recommended by the working group, and to appoint the Chair of Personnel Committee as liaison governor for the process. The governors to be involved in the appointment panel will be determined when the appointment programme is clarified.

1262 RESTRICTED ITEM: Recommendations from Remuneration Committee