



GOVERNING BODY

MINUTES

of the meeting held on Tuesday 11 May 2016 at 5.35pm

PRESENT

Sister P Ainsworth
Ms AA Bather
Mr P Campbell
Mrs C Chrystie
Mrs A Fox (Chair)
Mr D Frost
Sr. V Hagen
Mrs M Holmes
Mr L Jones
Mrs M Jones
Mrs H Leyden
Mr A Lilley
Mr A Noblet

IN ATTENDANCE

Mr J Barton (Clerk to the Governors)
Mrs AM Cassidy (Director Finance & Funding)
Mrs C McGuire (Deputy Principal)
Mr P Woods (Vice Principal Resources)

1916 APOLOGIES FOR ABSENCE Apologies for absence were received from Mr P Banks, Mr M Bentley, Mr P Brown; Mrs S Smith; Mr M Stout, Mrs H Stainton, and Mr P Woods

1917 DISCLOSURE OF INTERESTS No member of the Governing Body declared a personal interest in relation to any item on the agenda.

1918 MINUTES OF MEETING HELD ON 9 MARCH 2016

The minutes of the meeting held on 9 March 2016, having been circulated previously, were approved and signed by the Chair.

1919 MATTERS ARISING FROM THE MINUTES None

1921 GOVERNORS APPOINTMENTS

The Clerk to Governors reported that Mr M Stout's term of office as Higher Education Student Governor was due to end on 28 February 2016. Having discussed this with members of Search Committee the Chair is recommending that his term of office is extended to 30 June 2017.

RESOLVED: to approve the appointment of Mr M Stout as Higher Education Student Governor for a period ending on 30 June 2017.

The Principal tabled hard copies of four documents for consideration at the meeting (electronic copies had been sent to members prior to the meeting):

1. Principal's Report
2. Holy Cross Catholic Sixth Form College and University Centre Area Review Option Proposal
3. Academisation: Opportunities and Risks'
4. Merger between Bury College and University of Bolton

It was noted that all the documents had been updated to include information/ feedback from the joint Governors/ Management Strategic Planning Event held on 4 May 2016,

1922 PRINCIPAL'S REPORT

The Principal's report, included:

- **Mission and Ethos** – The Report referred to the presentation made by the Head of Religious Education at a recent staff meeting on the College's , and Daughters of the Cross, Catholic values.
- **Area Based Review (ABR):** discussed later on the Agenda
- **Academisation:** The Principal referred to the tabled paper, '*Academisation: Opportunities and Risks*' which included a summary of some of the advantages and disadvantages of Academisation.

Governors recognised that there are a number of fundamental issues that need to be resolved before the Governing Body could consider Academisation e.g.

- Discussions between the Catholic Education Service (CES) and the Department for Education (DfE) are ongoing;
- The College is awaiting guidance from the College's Diocesan Trustees.
- There are also ongoing discussions regarding academisation and Colleges offering Higher Education.

Whilst the College may not be able to move decisively in the next twelve months, it has expressed a formal interest in academisation as part of the Area Review process, and would not want this possibility to be taken away at this early stage.

- **Merger between Bury College and University of Bolton Consultation:** The Principal had tabled this paper as a draft response to a formal consultation document circulated by Bury College to all its stakeholders. The College is seeking comments relating to a possible merger between Bury Further Education College and the University of Bolton. Holy Cross needs to respond by 20 May 2016. Governors recognised a number of significant implications that could impact on Holy Cross, both in terms of its Higher Education, and Sixth Form provision.

The Governing Body approved the document as an appropriate response to the consultation document.

- **Curriculum Development:** The Principal's Report detailed recent curriculum developments that have been introduced. These have included:
 - Introduction of Level 3, A level equivalent, BTEC (vocational or applied) options, and the College is now in the position to offer these courses in Science, Law, Music Technology, and Finance.
 - The BTEC courses are also complemented by a New Level 2 Programme i.e. Maths; English; Art; Applied Science; and Business

This is a step forward for the College, and the programme is complementary with provision at St. Monica's.

- **Personnel Changes:** The Principal outlined a number of factors that will impact on staff planning for September. He did not envisage any significant changes to structure, or to the staffing establishment in addition to those already agreed with Governors, primarily from VSS. He will keep Governors updated once the picture is clearer in September 2016.

RESOLVED: To receive the Report with thanks, and note its contents. Also to approve the following document as the basis for the College's response to the consultation request received from Bury College.

- *Merger between Bury College and University of Bolton Consultation'*

1923 AREA REVIEW AND ACADEMISATION UPDATE

The Principal introduced the item and updated governors on the progress of the Area Based Review (ABR). The timetable for completing the Review involves the following key dates:

- 25 May – ABR Steering Group 5 – Chairs/ Principals – formal recommendations made. Chairs and Principals asked to take back recommendations so their Boards can consider formally approving or rejecting proposals relating to their institutions. It was agreed that the decision on whether a Special Governing Body meeting was needed to discuss the formal ABR recommendations should be delegated to the Chair and Vice Chair of Governing Body.
- 20 June – ABR Steering Group 6 – Chairs/ Principals report back the decisions of their Boards. Meeting; also to focus on the implementation plan, including governance and future role of the Steering Group.

The Principal explained that discussions between the Catholic Colleges in the proposed Greater Manchester Authority had suggested the formation of a 'Greater Manchester Catholic Collegiate (GMCC) as an inter-diocesan partnership. Such a body could help regularise the existing collaborative activities, and seek strategies to build upon these.

The Principal referred to the '*Area Review Option Proposal*' which had been discussed at the Strategic Planning Event. It contained a suggested response to the ABR, and the Governing Body agreed that

- a. the College would best serve its community by remaining as an incorporated Sixth Form College with a continuing University Centre. This is the preferred option.
- b. it is too early to seek Academisation as a 'preferred option' at this stage due to a number of factors yet to be resolved. However, governors felt it could be a 'possible future option'.
- c. Whichever of the two above options prevail in the long term the College would wish to work even more closely with other Catholic Colleges within Greater Manchester, and the areas adjacent to it, through the formation a Greater Manchester Collegiate.

The Governing Body

RESOLVED to approve the paper outlining Holy Cross Preferred Option for forwarding to Area Review Board.

The Governing Body recorded their thanks to the Chair of Governors, and the Principal, for their excellent work within the Area Review Steering Committees, and associated bodies.

1924 DIRECTOR OF FINANCE AND FUNDING REPORT

(a) **MANAGEMENT ACCOUNTS TO 31 MARCH 2016,**

The DFF presented her report which included:

- Income/ Expenditure account
- Pay Costs
- Financial Performance Indicators

RESOLVED: to approve the Management Accounts, for the period ending 31 March 2016

(b) **TREASURY MANAGEMENT REPORT 2015/16**

The DFF the outlined elements of the annual report on treasury management performance during 2015/2016 i.e.

- Treasury Management Facilities
- Strategy for Treasury Management
- Treasury Management in Operation
- Performance of Investments made during 2015/ 2016
- Compliance with Financial Objectives

RESOLVED to note the content of the Treasury Management Report 2015/16.

1925 MINUTES OF COMMITTEE MEETINGS

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

Property & Finance	20 January 2016
Quality and Standards	27 January 2016
Quality and Standards	10 February 2016
Personnel	2 March 2016
Audit	16 March 2016
Property & Finance	22 March 2016

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

1926 RISK REGISTER

The DFF introduced the Report which included an updated Governing Body Section of the Risk Register. Governors discussed various items, including:

- G3 To set the College's Strategic Direction - Strategic Planning day 4 May 2016
- G8 Ensure quality of teaching and support to students – Audit review of Governance: Quality and Standards
- G11 Ensure Catholic ethos of College - Ensure the continuance of the Catholic identity of the College during the Area Review process in all discussions

RESOLVED to approve the proposed amendments, and ask the DFF to amend the Risk Register accordingly.

Mr A Lilley joined the meeting

1927 ANY OTHER BUSINESS

STRATEGIC OBJECTIVES 2015-2016

The Deputy Principal tabled a revised version of the 2015/16 Strategic Aims and Objectives report, and explained that she had been tasked to compile the document at the Strategic Planning event held in 4 May 2016 . Governors welcomed the more simplified version, and approved the suggested amendments/ changes

RESOLVED to approve the revised Strategic Aims and Objectives 2015/16

Meeting ended 6.55pm