



GOVERNING BODY

MINUTES

of the meeting held on Wednesday, 4 October 2016 at 5.50pm

PRESENT

Sister P Ainsworth
Mr P Banks
Mr P Campbell
Mrs A Fox (Chair)
Mr D Frost (Principal)
Mr L Jones
Mrs M Jones
Mrs H Leyden
Mr A Lilley
Mr A Noblet
Mrs H Stainton
Mr M Stout

IN ATTENDANCE

Mr J Barton (Clerk to the Governors)
Mrs C McGuire (Deputy Principal)
Mr P Woods (Vice Principal Resources) (VPR)

1943 **APOLOGIES FOR ABSENCE** Apologies for absence were received from Ms AA Bather, Mr M Bentley, Mr P Brown, Mrs AM Cassidy, Mrs C Chrystie, Sr V. Hagen, and Mrs M Holmes, Mrs S Smith

1944 **DISCLOSURE OF INTERESTS** None

1945 **APPOINTMENT OF GOVERNORS** The Clerk reported that the Diocese of Salford had appointed Mr P Brown; Mrs A Fox; and Mrs S Smith as Foundation Governors for a period of 4 years starting 1 September 2016

1946 **ELECTION OF CHAIR**

The Clerk to Governors invited nominations for appointment to the position of Chair of Governing Body with effect from 04 October 2016. It was

RESOLVED: that Mrs Anne Fox be appointed as Chair of Governing Body for the period 04 October 2016 to the date of the first ordinary meeting of the Governing Body during the Autumn term of the 2017/2018 Academic Year.

1947 **ELECTION OF VICE-CHAIR**

The Chair invited nominations for appointment to the position of Vice-Chair of Governing Body with effect from 04 October 2016. It was

RESOLVED: that Mrs Helena Leyden be appointed as Vice-Chair of Governing Body for the period 04 October 2016 to the date of the first ordinary meeting of the Governing Body during the Autumn term of the 2017/2018 Academic Year.

The Governing Body recorded its thanks to Mr L Jones for the valuable contribution he has made over a number of years in his role of Vice-Chair.

Mrs M Jones joined the meeting

1948 MINUTES OF MEETING HELD ON 6 JULY 2016

The minutes of the meeting held on 6 July 2016, having been circulated previously, were approved and signed by the Chair.

1949 MATTERS ARISING FROM THE MINUTES there were no matters arising

1950 MEMBERSHIP AND CHAIRS OF COMMITTEES

The Clerk to Governors introduced the Report which included recommendations on the membership and Chairs of Committees for 2016/ 2017. The Governing Body considered recommendations made by Search Committee at its meeting held on 4 October 2016 (minute 135 refers). Governors recognised the need to adopt a succession plan for future appointments to Governing Body, and Governors moving into senior roles within the Governing Body. Governing Body also agreed governors whose term of office ends during the 2016 - 2017 academic year should discuss with the Chair of Governing Body whether they intend to seek re-nomination.

RESOLVED: that the Governing Body accept the Report, and the recommendations made by the Search Committee on 04 October 2016, regarding the list of Chairs and membership of Committees. The following appointments to Cross College Committees/ Designated Link Governor were also approved:

Mrs M Holmes	Safeguarding Committee
Mr A Noblet	Health and Safety Committee
To be appointed	Equality and Diversity Committee
Mrs A Fox	Careers

1951 PRINCIPAL'S REPORT

The Principal tabled his report, which included:

MISSION AND ETHOS

Principal commented on activities and events that demonstrate, and strengthen, the ethos of the College. These included

- Invitation from Sr Kathleen and the Generalate to take a group of students to represent Holy Cross at the Translation of the Shrine of Blessed Marie Thérèse to the Cathedral in Liège in 2017. The Principal suggested including students from the Chaplaincy, and some from the Choir. A pilgrimage is planned for the second weekend of the Easter holiday 21-23 April 2017.
- The Principal outlined an idea of 'FC International'. This would be aimed at developing closer links between various schools with a Daughters of the Cross Heritage.
- Other links/visits planned by the Principal (should time permit) include visit to Cheam; and Lourdes Pilgrimage.

STUDENT ENROLMENT/ FINANCIAL STRATEGY

Principal informed the meeting that the College has seen a growth in enrolments to a total of 2153; but this has been adjusted to 2110 to take into account initial student drop out. The deadline census date is mid October 2016 and the final total will probably show an overall increase of 20-30 students over 2015/16; but the final growth target of 2162, set as part of the last four-year growth plan had still not been reached.

Governors discussed the factors that are influencing recruitment, and recognised the need to re-evaluate the College's growth strategy for future years.

1951 PRINCIPAL'S REPORT continued

STUDENT ACHIEVEMENT

Principal detailed the headline achievements in the context of previous years, and reported that overall the exam results have been strong, but are slightly down from previous years. He identified areas of strengths, and some areas that are underperforming. Governors discussed the information released to the Press, which included:

- An overall pass rate of 97.9% (up from an already high 96.3% in 2015)
- 24 A level subjects achieved 100% pass rates (up from 18 last year)
- 19.5% of all grades were A*/A (down from 20.1% last year)
- 46.6% of all grades are grades A*, A and B (up from 46.2 % last year)
- 57 students achieved at least 3 grade As or better (down from 73 last year).
- 2 students gained Oxbridge places this year (down from 6 last year)
- We have already provisionally briefed the Chair, Vice-Chair and Chair of Q&S,

Governors noted that the Principal will be reporting in more detail to the Quality & Standards Committee in due course as usual; and Governing Body noted that the Chair, Vice-Chair and Chair of Quality and Standards have had an initial briefing, and had discussed the three-year headline trend.

Governing Body noted the key management actions that have already been taken to address various matters, and looked forward to the more detailed reports that will be considered in depth through the Quality and Standards Committee, and the Validation process.

DATA DASHBOARD & THE S.A.R.

The Deputy Principal explained that the Ofsted Data Dashboard has been replaced by an alternative process similar to the one used in Schools 'RAISE Online'. Governors will be offered training in its use.

She also explained the changes made to the SAR (self-assessment) process for 2015/16. The changes mean that Heads of Department are more thoroughly involved at the 'Internal Validation Stage'. The Internal Validation Process for Support Areas will take place in the Lent Term.

AREA BASED REVIEWS

Governors noted that whilst the Area Review is formally over, (with Holy Cross College accepted as 'continuing as a standalone Sixth Form College though with the option of future academisation if desired), there is still an 'Implementation Phase' to come. This will be led by Greater Manchester and will focus on curriculum overlap, transport links, quality improvement and estates. Governing Body asked to be kept informed of developments

STAFFING

The Principal reported on the on the circumstances leading to the absence of the Vice Principal (Pastoral) on sick leave. He outlined the temporary arrangements put in place, and thanked the staff involved for their assistance in ensuring that Vice-Principal (Pastoral) duties are covered

Mrs H Stainton joined the meeting

Mr A Lilley joined the meeting

RESOLVED to receive the Principal's report with thanks; and record congratulations to students and staff in achieving such positive results.

1952 MANAGEMENT ACCOUNTS TO 31 JULY 2016

The Governing Body noted receipt of the Management Accounts for the period ending on 31 July 2016

1953 PROPERTY STRATEGY UPDATE

The Vice Principal (Resources) (VPR) updated Governors on the outcome of the recent Tender Process relating to:

- Appointment of Architectural Services Practice and associated disciplines for the new college entrance and reception area
- Appointment of contractor to supply and install retractable seating system in the College Hall.

Governing Body noted that following meetings of the Tender Board during the Summer, Property and Finance Committee had recommended the appointment of Walker System Architects to provide architectural services; and Audience Systems to supply and install the retractable seating. The Chair of Governing Body approved the appointments through Chair's Action.

RESOLVED to approve the Chair's Action to make the appointments detailed above.

1954 TEAM BURY – WIDER LEADERSHIP GROUP

The Principal outlined the background to the request made by Team Bury Wider Leadership Group's (TBWLG) request for approval of their revised Terms of Reference.

RESOLVED to formally endorse the Team Bury Wider Leadership Group's Terms of Reference.

1955 MINUTES OF COMMITTEE MEETING:

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

- Property and Finance 13 September 2016

RESOLVED: that the minutes of the Property and Finance Committee be formally received and accepted by the Governing Body

1956 INTERNATIONAL VISITS:

The Governing Body approved an Overseas Visit to:

- Geneva 12-14 December 2016
- Germany and Krakow 27 February – 5 March 2017
- Germany Exchange Visit to Stuttgart 27 March – 1 April 2017

1957 RISK REGISTER (GOVERNING BODY): No amendments proposed

1958 ANY OTHER BUSINESS None

Meeting ended 7.35pm