



## **Board of Governors**

### **Minutes of the Meeting of Full Governing Body Held 20 April 2023 starting at 5.30**

Prior to the commencement of the meeting, Peter McGhee presented a gift from the Governing Body members to John Lumb and Peter Phillips in recognition of their hard work, commitment during many years of distinguished service for the Governing Body.

#### **Item 1**

##### **Members present and apologies**

Peter McGhee – Principal  
Mark Higgins – Foundation Governor  
Catherine Morgan – Foundation Governor  
(joined the meeting at 6pm)  
Phillip Collier – Foundation Governor  
Anne White – Co-opted Governor  
Simon Dale – Foundation Governor  
Pamela Tate – Foundation Governor  
Chris Chandler – Staff Governor  
Pamela Catherall – Foundation Governor  
Peter Cudlip – Foundation Governor  
Kate Watts – Staff Governor  
Mark Dumican – Foundation Governor (left the meeting at 7pm)

##### **In attendance:**

Dominic Jones – Vice Principal  
Nicola Craven – Vice Principal  
Paula Nolan – Vice Principal  
Jim Winstanley – Finance  
Barbara Bartley – Interim Clerk to the Governors

##### **Apologies:**

Aaron McNestry – student Governor  
Madison Bryan – student Governor

#### **Item 2 – Declarations of interest in any agenda item by Governors and staff present**

None

#### **Item 3 – Resolve than any items of a confidential nature relating to the staff, finances or operation of the College be taken in a confidential part of the meeting**

Simon Dale noted that items 8 and 9 on the agenda were the key items within the meeting and that it was vital for everyone to contribute their views in order to achieve a clear consensus on next steps.

#### **Item 4 – Minutes of the Full Governing Body meeting of 15 December 2022**

- i. **Approve the minutes as a correct record**
- ii. **Matters arising**

The minutes of the Full Governing Body held on 15 December 2022 were circulated and Simon Dale reported thereon.

Item 15 – Pamela Tate has been appointed as a ‘skills’ link Governor, but there remains a vacant post for a suitable Governor. The skills audits for the current year have now all been completed and returned and once assessed may identify a gap in Governor skills.

**AGREED:** that the minutes of the Full Governing Body meeting held 15 December 2022 be accepted

#### **Item 5 - Finance and Resources Committee minutes of 26 January and 16 March 2023**

The minutes of the meeting of the Finance and Resources Committee held on 26 January and 16 March were circulated and Simon Dale commented thereon.

Item 9 (26.1.23) In response to a question from Pam Tate, Peter McGhee reported that staff morale was now much improved following the announcement that no compulsory redundancies will take place this academic year.

**AGREED:** that minutes of Finance and Resources Committee held 26.1.23 January and 16.3.23 be accepted

#### **Item 6 – Audit Committee minutes of 29 March 2023**

The minutes of the meeting of the Audit Committee held on 29 March 2023 were circulated and Pamela Tate commented thereon.

Item 6. Pamela informed the meeting that a review of the risk register style is to take place with a view to simplifying the format.

Item 10. Whistleblowing Policy. Pamela noted that there is an issue regarding the clarity of the wording that needs to be rectified.

Item 11. Building constructed at The Vale is still cause for concern, given its proximity to the College’s flogas tank, which was ‘in site’ prior to this construction.

Item 12<sup>1</sup>. Pamela reported that, following discussions at their last Audit Committee meeting in March, companies had been asked to submit bids for an ad hoc piece of audit work on payroll but there had been no interest. Pamela explained that there was only interest in tendering for a full internal audit function. The Governing Body discussed the issue and debated the funding, the need to do the work and the timing of it, along with the cyber security work that had also been recommended by Audit Committee. Pamela confirmed that the Audit Committee recommend the re-instatement of the internal audit function ASAP to provide assurances on areas that we cannot get assurances from elsewhere.

**Agreed:** that the minutes of the Audit Committee meeting held on 29 March 2023 be approved. The cyber security work will be commissioned and concluded this term and that quotes for internal audit will be brought to the next Audit Committee for review and recommendations to the July Governing Body meeting.

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<sup>1</sup> This item has been updated further to the request made by the Audit Chair at the Full Governing Body meeting of 06/07/2023.

### **Item 7 – Quality and Standards Committee minutes of 30 March 2023**

The minutes of the meeting of the Quality and Standards Committee held on 30 March were circulated at the meeting and Simon Dale commented thereon.

**AGREED:** that the minutes of the Quality and Standards Committee held on 30 March be accepted.

### **Item 8 – Strategic Conference Report of 18 March 2023**

A copy of the report, and questions and answers regarding Governance on the day, were circulated prior to the meeting

**AGREED:** that the report be accepted.

### **Item 9 – Progress report on Strategic Planning – Confidential Item**

A copy of the Archdiocese of Liverpool Strategy to Develop Catholic Multi Academy Trusts ‘frequently asked questions’ had been shared prior to the meeting. Peter McGhee invited questions in relation to item 8.

Peter informed the meeting that on 30 March all staff had been notified of the expression of interest made to the Archdiocese, to become an Academy. A meeting with the Diocese had been planned for mid-May to talk about the next steps towards an Empty CMAT or a possible horizontal CMAT.

A confidential discussion followed.

### **Item 10 – LINK Governor updates**

Pam Catherall reported that she visited College and attended a lesson on 3 February.

All those present felt that there was an upturn in the positivity of LINK Governor visits taking place.

A discussion took place regarding the recording and monitoring of visits of LINK Governors going forward. Perhaps a standard, simple form to complete after each visit. It was also suggested that an overall theme be followed during each visit for each LINK Governor, and this would depend on the relevance at the time of each visit undertaken.

**Action:** A template to be agreed between Nicola Craven and Simon Dale.

### **Item 11 – Overseas trips for Governor approval**

A copy of a short list of proposed trips was circulated prior to the meeting, seeking Governor approval. The trips were approved without question, in the knowledge that emphasis in the current climate is student enrichment undergoing trips such as this and the Governing Body were keen to encourage. Prior to the meeting a short video was circulated which a student had produced, outlining the benefits and self confidence gained from undertaking such trips.

**AGREED:** that the trips proceed

**Item 12 – Risk Register update for the Full Governing Body**

A copy of the risk register outlining academisation as a corporate risk was circulated prior to the meeting. It was identified that in light of recent changes this needed updating to capture the issues discussed at this meeting.

**Item 13 – Any Other Business**

None

The meeting closed at 7.50.

Signed.....

Date.....