

## CARDINAL NEWMAN COLLEGE

### BOARD OF GOVERNORS – GOVERNANCE AND SEARCH COMMITTEE

A meeting of the above Committee was held at **4.00 p.m.** on **Wednesday 10 May 2016** in the Principal's Office at the College.

**Members present:**

Richard Ainscough, Chair (F)  
Nick Burnham, Principal  
Peter Halpin (F)  
Len Hampson (F)  
Adrian Metcalf (F)  
Father Luiz Ruscillo (F)

**Officers in attendance:**

Bob Deed, Clerk

### MINUTES

**1 Opening prayer**

The meeting commenced with a prayer

**2 Welcome, introductions and apologies**

Apologies were received from Helen Seechurn.

The Principal also updated the Committee on developments including discussions about Mary's College Blackburn and proposals for the College management structure.

**3 Declarations of interest**

There were no declarations of interest.

**4 Minutes of the last meeting**

The minutes of the meeting of the Committee held on Wednesday 25 January 2017 were accepted as a correct record and signed by the Chair (file copy entered).

**5 Matters arising from the minutes**

There were no matters arising from the minutes of the meeting on Wednesday 25 January 2017 not addressed elsewhere on the agenda.

**6 Risk register: termly update**

The governance assurance review

**7 Composition of the Governing Body and Committees of the Board**

**Decision**

The Clerk confirmed that the College had been seeking to arrange a meeting with Canon Vianney Poucin de Wouilt.

The Clerk informed the Committee that the Teaching Staff governor had resigned. He was planning to invite nominations once the Committee had considered the later policy on membership. Nominations would be open for two weeks with a further week for teaching staff to vote.

**The Committee resolved ...**

The Clerk updated

**The Committee resolved that Bill Noblett and Helen Seechurn should be re-appointed once the Clerk or the Chair ascertained**

The Principal suggested that the Link Governor for unions should be broadened.

The Chair mentioned the two other issues.

The Chair mentioned the issue of term limits for governors in the governance assurance review which was raised later. There was discussion about the cost and benefits of term limits. The Committee noted that the majority of the Governors were appointed by the Bishop who might not be minded to accept term limits. The Clerk explained.

**The Committee agreed that term limits were not appropriate but stressed the need for other mechanisms to ensure renewal.**

The Clerk noted that the assurance report on governance was due imminently and that it might include proposals affecting the structure and membership of the ad hoc committee. He suggested that the any proposed Committee membership be subject to the Chair's response to any relevant recommendations.

**8 Draft calendar of meetings**

The Committee considered the draft calendar of meetings

**The Committee resolved to propose the draft calendar of meetings to the next meeting of the Governing Body. Cange the**

**9 Actions following the governance review**

The Clerk confirmed that all but one of the actions from the internal 2016 governance review had been implemented. He noted that further actions would result from the recent assurance review of governance.

## 10 Policy review

Decision

The Committee considered the Policy and Procedure for Handling complaints against the Actions of the Governing Body.

**The Committee resolved to recommend the Policy and Procedure for Handling complaints against the Actions of the Governing Body to the Governing Body.**

The Clerk introduced the draft policy on Governing Body Recruitment and Renewal. He noted the document largely describes current practices but it does raise the issues of:

- Equality and diversity in the balance of membership.
- Term limits – the document does not adopt the practice but acknowledges that they are included in codes of governance including the Association of Colleges’.

**The Committee resolved to recommend the draft policy on Governing Body Recruitment and Renewal to the Governing Body with an amendment:**

- Skills audit ensure appropriate mix
- Skills set,
- Using the college website
- IBishop is responsible for appointment and re-appointmet of Foundation Governors.
- Delete para,

The Committee considered the draft Induction Framework. The Clerk observed that the approach outlines current practices but adds:

- Support from a ‘buddy’ governor during the Governor’s first year.
- Catch up with the chair of Governing Body and Clerk after nine months.

**The Committee resolved to recommend the Policy and Procedure for Handling complaints against the Actions of the Governing Body to the Governing Body.**

## 11 Committee self-assessment against its terms of reference

Decision

The Clerk noted that the Committee had addressed the key elements of the terms of reference but suggested that more consideration might be given to developing a pool of prospective governors.

## 12 Determination of any items to be treated as Confidential

There were no items requiring treatment as Confidential.

## 13 Date and time of the next meeting

The next ordinary meeting of the Committee will be scheduled for the autumn term