

**CARDINAL NEWMAN COLLEGE**

**BOARD OF GOVERNORS - SEARCH COMMITTEE**

A meeting of the above Committee was held at **2.00 p.m.** on **Wednesday 6<sup>th</sup> May 2015** in the **Principal's Office** at the College:

**Present:**

**John Crowley (Chair)**

**Richard Ainscough**

**Nick Burnham**

**Father Luiz Ruscillo**

**Joe McNamara (Clerk to the Governing Body)**

**Apologies were received and accepted from:**

**Peter Halpin**

**Helen Seechurn**

**MINUTES**

**The meeting opened with a prayer**

**1. MINUTES OF LAST MEETING**

The minutes of the meeting of the Committee held on Wednesday 4<sup>th</sup> February 2015 were accepted as a correct record and signed by the Chair (file copy entered).

**2. MATTERS ARISING FROM THE MINUTES**

**(any such matters were included as main agenda items)**

**3. COMPOSITION OF THE BOARD OF GOVERNORS AND OF COMMITTEES OF THE BOARD**

**Received: DOCUMENT 3/SC(5.15)** (file copy entered)

**New Foundation Governor to fill vacant position.**

Members were assured that the nomination of Dr. Penelope Dineen to fill this vacancy had been addressed.

## **Resignation of the Chair of the Board of Governors**

Members were then advised of a future vacancy for a Foundation Governor following advice from the Chair of the Board that he would be leaving the Governing Body after the meeting on 1<sup>st</sup> July 2015. He and his wife were moving to York to be nearer to members of their family.

Members were advised by the Clerk to the Governing Body that the appointment of a new Chair would be agreed by members of the Board at the meeting on 1<sup>st</sup> July 2015.

### **Action:**

- **John to formally advise members of the Board about his decision;**
- **The Clerk then to advise members of the Board about the procedures to be followed in relation to the election of a new Chair of the Governing Body.**

In conclusion, members were advised that Len Hampson had agreed to become the new Health and Safety Link Governor.

## **4. GOVERNANCE SELF-ASSESSMENT REPORT (SAR): 2014/15**

**Received:** DOCUMENT 4/SC(5.15) (file copy entered) and oral report from the Clerk to the Governing Body.

Members were aware that this item would be considered at the meeting of the Board of Governors scheduled to take place on Wednesday 1<sup>st</sup> July 2015.

In answer to a Governor query, the Clerk advised that an entry in the Report related to 'Extremism' would be added following discussion on the matter at the meeting of the Audit Committee on Wednesday 10<sup>th</sup> June 2015.

Members then considered the information contained in the SAR and expressed their satisfaction with its content.

## **5. CATHOLIC EDUCATION SERVICE (CES): REVISED INSTRUMENT AND ARTICLES OF GOVERNMENT**

**Received:** DOCUMENTS 5/SC(5.15) (file copy entered).

**Agreed:** that the revised Instrument and Articles of Government should be submitted for acceptance at the meeting of the Board of Governors scheduled to be held on Wednesday 1<sup>st</sup> July 2015.

**6. SUCCESSION PLANNING: GOVERNORS', PRINCIPAL AND OTHER SENIOR CATHOLIC POSTHOLDERS**

Members expressed the hope that discussion on the matter of succession planning could be held within meetings of the association of Catholic Sixth Form Colleges (ACVIC),

**Action:** College Principal

**7. SIXTH FORM COLLEGE PAY FRAMEWORK DEVELOPMENTS**

**Received:** DOCUMENT 7/SC(5.15) (file copy entered) and oral report from the Principal.

Members were advised of the Sixth Form Colleges Association proposals to introduce a new pay structure and pay progression system in Sixth Form Colleges from September 2015. It was expected that the new system should lead to more coherent accountability/improvement processes by linking pay to appraisal. Under the new structure, the system of appraisal based pay will commence in September 2015 with first appraisal based payments from 1<sup>st</sup> September 2016 on transition to the new pay framework.

Members were aware that this matter would be considered at the meeting of the Staffing and Remuneration Committee scheduled to take place on Wednesday 20th May 2015 and at the Board of Governors meeting on Wednesday 1<sup>st</sup> July 2015.

**8. ANNUAL REVIEW OF THE TERMS OF REFERENCE OF THE COMMITTEE AND ANNUAL CYCLE OF BUSINESS**

**Received:** DOCUMENT 8/SC(5.15) (file copy entered).

**Agreed:** to accept the Terms of Reference and Annual Cycle of Business of the Committee and to recommend their adoption at the meeting of the Board of Governors scheduled to be held on Wednesday 1<sup>st</sup> July 2015.

**9. ANY OTHER BUSINESS**

There were no other items for discussion at this meeting of the Committee.

**10. DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of the Committee will be held at **2.00 p.m.** on **Wednesday 7<sup>th</sup> October 2015** in the **Principal's Office at the College.**