

CARDINAL NEWMAN COLLEGE

BOARD OF GOVERNORS – GOVERNANCE AND SEARCH COMMITTEE

A meeting of the above Committee was held at 2.00 p.m. on Wednesday 12 May 2021 on Microsoft Teams.

Members present:

Richard Ainscough, Chair (F)

Nick Burnham, Principal

Peter Halpin (F)

Len Hampson (F)

Officers in attendance:

Bob Deed, Clerk

MINUTES

1. Opening prayer

The meeting commenced with a prayer.

2. Welcome, introductions and apologies

Apologies had been received from Adrian Metcalf and Helen Seechurn.

3. Declarations of interest

There were no interests which required declaring.

4. Minutes of the last meeting

The minutes of the meeting held on Wednesday 3 February 2021 were approved as a true record.

5. Matters arising from the minutes

The Chair asked about an external review of governance. The Clerk said that the obvious candidate continued to be Rob Peacock who knew the College well. He also noted that Rob Peacock was a trustee of the Maths School so care needed to be taken to avoid any perception of a conflict of interest. He explained that the Maths School trustees needed to be to assemble a quorum. This could be challenging when conflicted trustees were required to recuse themselves from certain decisions such as related party transactions with the College. Governors queried the significance of any conflict and the risk of issues.

The complication of an external review and observing meetings when governance was online was noted.

It was resolved that

- **The Principal would speak to Rob Peacock.**
- **The Clerk would revisit the Maths Schools Articles and other relevant guidance.**
- **Any review would best be undertaken when physical meetings of the Governing Body had resumed.**

6. Principal's update

The Principal noted the success of the return to site with the blended timetable with very few COVID19 cases. He said that Year 12s will be returning full-time from the next day.

The Principal noted the closure of Runshaw College due to an COVID19 outbreak. He noted the importance of the CAP5 assessments for Teacher Assessed Grades. As part of a careful approach to Year 12s returning full-time, the Principal said that face masks continued to be required by the College.

The Principal noted that the College had in place a Centre Policy. He noted that there was some lack of clarity nationally on the role of schools and colleges in appeals.

The Deputy Chair asked about the role for governors in any appeals. The Principal said that he did not anticipate governors taking part in the process.

A governor asked about the rankings. The Principal said that there were issues with the approach adopted by the government. The Principal highlighted how the requirements were different this year with the Basket of Evidence and without rankings.

The Principal noted the good progress of the Maths School including the planned building on London Road.

The Principal noted the discussions with Preston Muslim Girls' School. The Governors agreed with the proposed approach.

The Principal said that the Senior Leadership Team had been briefed on work to strengthen cyber-security. This included a new firewall and other safeguards. The College is working on Cyber Essentials with plans to progress onto Cyber Essentials Plus.

7. Ofsted and Mission & Ethos inspection

The Principal said that he is attending a Provider Review meeting with Ofsted imminently. He said that the College was anticipating a visit within the next two years. He noted that the picture was complicated with Centre Assessed Grades and Teacher Assessed Grades which meant that Ofsted would not have recent exam result data.

A governor asked about governor training in advance of an inspection. The Principal agreed that this was useful and could be timetabled in the autumn.

The Committee requested governor training on inspection in autumn term.

The Principal said that the Diocesan inspection arrangements were being put in place so the College's mission and ethos was likely to be inspected in the near future too.

8. Governors and Committees

The Clerk introduced the paper on the membership of the Governing Body. He noted that the Student Union had chosen two new student governors. He also said that there would need to be an election for teaching staff governor as the incumbent's term of office was ending.

The Clerk noted that several Foundation governors had terms of office ending soon: Bill Noblet and Helen Seechurn in October 2021 and Canon Tanner in November 2021. Their contributions and attendance were noted.

It was resolved to propose to the Governing Body that the Diocese should be asked to re-appoint Bill Noblet, Helen Seechurn and Canon Tanner if they consent to this.

A governor noted the omission of the Remuneration Committee from the paper. The Clerk agreed to correct this.

The Chair suggested that a more even distribution of Vice Chair posts would be useful. He suggested that Helen Seechurn would be a suitable Vice Chair of Finance & Resources. He noted that Andrew Wygladala was currently Vice Chair of two Committees as well as the Link Governor for Careers and RE/Chaplaincy reporting into the Quality, Curriculum & Staffing Committee.

It was resolved to propose the current distribution of Governors across the Committees with Helen Seechurn becoming Vice Chair of Finance & Resources in 2021/22.

9. Governing Body calendar

The Clerk said that the draft Governing Body meeting calendar largely reflected the timings in 2020/21. He noted that the assumption was online meetings until at least December 2021.

It was resolved to recommend the draft Governing Body meeting calendar to the Governing Body and circulate the draft to governors as soon as possible.

10. Training and development update including governors' conference

The Clerk noted that in the year to 5 May 2021, ten Governors attended 44 events in total compared with attendance at 13 events being logged for the whole of last year. He suggested that this level of engagement with governor training and development compared favourably with other organisations. Governors noted the accessibility and quality of the SFCA webinars for governors.

The Chair noted the importance of safeguarding and referred to the recent publicity about the Everyone is Invited website. He said that he was strongly in favour of a session on safeguarding along with a session on developments in the sixth form sector at the governor training planned on 6 October.

It was agreed that the plans for the governor training sessions on 6 October before the Governing body meeting could and should be flexed if the College was likely to be inspected early in 2021/22.

The consensus favoured a 2pm start to the governor training sessions.

11. Risk register: termly update

The risk register was noted. The Clerk confirmed that there were no significant changes since the last meeting.

The Chair suggested that the risk register should consider the risk of governors not being fully aware of a changing education and training landscape.

The Committee asked the Clerk include an additional governance risk: governors not being aware of changes in the education landscape.

The Chair flagged reputational risk. It was agreed that this was and should be reflected across all those risks with a significant reputational element.

12. Determination of any items to be treated as Confidential

There were no items deemed Confidential.

13. Date and time of the next meeting

The next meeting of the Committee was planned for 22 September 2021 subject to Governing Body approval of the draft calendar of meetings.