

*Agenda No: 02*



## **MEETING OF THE BOARD OF GOVERNORS**

**THURSDAY 6 FEBRUARY 2020**

**Report:** Minutes of the meeting held on Thursday 12 December 2019  
**Author:** Clerk  
**Action:** Approve  
**Status:** Open

**Present:** John McCabe (Chair)  
Judith Doyle (Principal / CEO)  
Darren Heathcote  
Andy Lorimer  
Chris Macklin  
David Mitchell  
Kirsty Paterson  
Sarah Stewart

**In attendance:** John Gray  
Nadine Hudspeth  
Mark Thompson  
Ivan Jepson  
Chris Toon  
Martin Jesper  
David Keetley  
Emma Moody (Clerk)  
Suzanne Clark (Minutes)

### **3000 Chair's welcome, apologies, conflicts of interest**

The Chair welcomed everyone to the meeting.

Apologies were received from Claire-Jane Rewcastle, Martin Gannon and Nick Hurn.

No governor declared any conflict of interest at this stage but governors were reminded that if a conflict arose during the meeting, they should declare it as soon as they became aware of it.

### **3001 Minutes of the last meeting dated 10 October 2019**

The minutes of the meeting held on Thursday 10 October 2019 were agreed as an accurate record.

### **3002 Matters arising**

The Principal reported that the majority of governors have now attended a safeguarding training session which was delivered by the Director of Student Experience. The Chair commented that he felt it was a very good session.

The Director of Student Experience advised that information relating to compliments and complaints is now displayed in the governor's office (1-304) and will be updated on a monthly basis.

**3003 Self Assessment Report 2018/19**

The report was presented by the Deputy Principal: Curriculum & Quality.

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.**

*Kirsty Patterson left the meeting at 4.25pm.*

**3004 Confidential Financial Update**

*David Keetley joined the meeting 4.25pm.*

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.**

**3005 Confidential Item – Investigation**

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.**

**3006 Confidential Item – Chair's Update**

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.**

**3007 Confidential item – ESFA update**

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*The report was noted.*

**3008 Governor Retirement and Recruitment Update**

*DH re-joined the meeting at 6.00pm.*

The Clerk gave a verbal update.

The Clerk advised that notification has been received from both Chris Macklin and Nick Hurn giving notice of their retirement from the governing body at the end of December 2019. The Chair thanked Chris Macklin for his 20 years service on the governing body and expressed his appreciation for both Chris and Nick's contribution to the College. Members were advised that Nick's decision was due to the expansion of Cardinal Hume's multi academy trust and he was worried about the time commitment required to fully support the work of the Board. Chris Macklin indicated that his retirement from the Board was a long-standing intention which had been discussed with the previous Chair.

The Clerk reported that due to the resignation of members the team were looking to begin a governor recruitment process. This will be managed in-house to avoid any unnecessary costs. The College would be looking to recruit four additional governors. The Clerk will be reviewing the current skills matrix to identify any gaps, ie academic or finance, with a view to filling these. This will be presented back to the Chair. Members were asked to share details with the Clerk if they were aware of anyone who may have the necessary skills and capacity to join the Board. The Chair advised that there was also a vacancy for a Vice Chair and asked colleagues to contact the Clerk if they were interested in this role. The

Clerk added that there is a succession planning process in place but asked that governors express an interest in the first instance.

*The report was noted.*

**3009 Any other business**

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The Principal asked that governors meet in Enfields after the meeting for Christmas dinner to celebrate another year of excellent outcomes.

**3008 Chair's review of business**

The Chair closed the meeting by stating there was lots to be very proud of. There is a phenomenal team of staff and students and the College plays a very important part in the wider economy. The Chair was very much looking forward to the coming year.

**3010 Date of next meeting**

The date of the next meeting was confirmed as Thursday 6 February 2020 at 12.30pm.