

Minutes of the Search Committee

Monday, 13th October 2008



Present:
Mr R Hill (Chair)
Mr P Alcock
Mr M Nencini
Mr R Peacock

In attendance:
Mr JD Perry (Clerk)

1. Declarations of Interest:

Mr P Alcock and Mr M Nencini declared an interest in Item 6 as their current terms of office as a governor ends in 2009.

2. Apologies: Mr B Coxhead and Dr C Tyler.

3. Minutes of the Meeting of 11th. March 2008

The Minutes were agreed as a correct record and signed by the Chair

4. Matters Arising

6(b) Carmel College Awards: The Principal reported that the implementation of awards is being pursued with the high schools.

5. Appointment of the Student Governor 2008-09

In July, the College received the revised Instrument & Articles which require that there shall be two student governors. Mr Christopher Ashcroft had previously been nominated as Assistant Student Governor by the Student Council and this had been approved by the Board in June.

The Chair therefore took action to appoint Mr Ashcroft to the vacancy for a student Governor and at his request, as a member of the Finance, Estates & Marketing Committee.

The Committee endorsed the Chair's action and agreed to commend Mr Ashcroft to the Board for appointment as a Student Governor.

6. Governors whose appointments end in 2008-09

The terms of office of six Foundation Governors come to an end in 2009: Mr P Alcock, Mr B Coxhead, Fr P Glover, Mr M Nencini, Mrs H Stephenson and Canon L Stoker. Canon Leo had previously indicated to the Principal that he did not wish to serve for a further term.

The Committee resolved:

- (i) To ask Mr P Alcock, Mr B Coxhead, Fr P Glover, Mr M Nencini and Mrs H Stephenson if they wish to serve another term of office.**
- (ii) If they are willing, to ask the Board to commend their reappointment to the Trustees of the Archdiocese.**
- (iii) To declare a vacancy for a Foundation Governor from 1st July 2008 and to write to the parishes for possible nominees.**
- (iv) To give priority to applicants with a legal or financial background to strengthen the expertise in the Governing Body and to seek to improve the gender balance.**
- (v) To request that the Archdiocese should mark Canon Leo's outstanding service as a Governor of the College and to invite Canon Leo to be the Guest of Honour at a buffet before the meeting of the Governing Body in June 2009.**

7. Issues Arising from the Strategic Planning Day

The Principal presented a paper setting out the key issues which had been discussed on the Strategic Planning Day and a set of proposals as to how and when they should be addressed in future. Discussion focussed on:

- The nature of information governors need
- The need to keep the governors' skills audit under review
- The need to keep the Committee structure and remits under review to ensure that they are fit for purpose

- The need for clarity about Carmel's 'niche' in the market place. How are the key audiences? Who are the major the competitors? How should Carmel relate to the new academies?
- What subjects should Carmel promote and offer?
- The need to develop a strategy for coping, if it should prove necessary, without the funding for Phase 2 of the building work.
- Strategies for promoting succession planning for successful managers, including 'fast tracking' and rewards to promote retention of good staff.
- The challenge of maintaining the ethos of the College when significant numbers of students are either non-practising Catholics or non-Catholics.
- The need to promote student aspirations and the staying on rate in St Helens.

The Committee resolved:

- (i) That there should be an Annual Report to the Board summarising 14-19 developments in the 14-19 Partnership and outside the borough.**
- (ii) That at its next meeting the Committee will review the current committee structure and terms of reference.**
- (iii) That the Strategic Planning Day in January 2009 should focus on three themes: the College Mission; the curriculum on offer and the Catholicity of the College.**
- (iv) To engage an external consultant to review the Catholicity of the College and to report back to governors and staff.**
- (v) To request that the Personnel & Quality Assurance Committee reviews the procedures for the recruitment and retention of staff**
- (vi) To review the arrangements for governors' oversight of the new build at its next meeting.**

8. Any Other Business

The Clerk apologised to the Committee that due to an oversight, he had failed to bring the report on the attendance of governors in 2007-08, although they had been reviewed in

committee. **It was agreed to consider the report at the next meeting.**

Signed.....

Date.....