

MEETING OF THE FULL BOARD OF GOVERNORS

Wednesday 3rd July 2019, 6pm
To be held in the Staff Room
Refreshments available from 5.30pm in the staff room

AGENDA

In attendance:

Mr C Graham, Associate Principal, Ethos and Student Welfare
 Mr G Thompson, Associate Principal Curriculum & Quality

6pm	<ol style="list-style-type: none"> 1. OPENING PRAYER 2. INTRODUCTIONS
6.05pm	<ol style="list-style-type: none"> 3. ELECTION OF CHAIR (as required by Conduct of Business, 2018 para 1 in accordance with Article 6). During the election of the Chair, the Clerk will act as Chair in accordance with the agreed Conduct of Business. Nominations are invited from Foundation Governors. Colin Garvey has indicated willingness to stand again. 4. ELECTION OF VICE-CHAIR (as required by Conduct of Business, 2018, para 1 in accordance with Article 6): Nominations are invited from Foundation Governors. Michael Belfourd has indicated willingness to stand again 5. APOLOGIES FOR ABSENCE: Mr M Belfourd; 6. DECLARATION OF INTERESTS: Any interests in items of business should be disclosed before the meeting commences, please. 7. MEMBERSHIP OF THE GOVERNING BODY <ol style="list-style-type: none"> 7.1. Farewell to: Tionie Jebson and Safiya Charles (outgoing Student Governors) 8. MINUTES OF THE MEETING HELD ON 19th March 2019 – (Copy in papers. Previously circulated 4th April 2019) For review, agreement and signing 9. MATTERS ARISING (other than covered by agenda items): 10. REVIEW OF ACTIONS CARRIED FROM PREVIOUS MEETINGS: Covered by agenda and committee reports 11. INFORMATION / DATA / COMMUNICATED SINCE MARCH 2019 MEETING: <ol style="list-style-type: none"> 11.1. 19th March 2019: February management accounts 11.2. 19th March 2019: notification of webinar: "Effective questioning & challenge by governors" 11.3. 27th March 2019: re ETF Governance Development Programme 11.4. 4th April 2019: invitation to "Insolvency & Intervention for governors & college managers" training provided by Stone King LLP, organised by LSFP 11.5. 5th April 2019: invitation to AoC Summer Networking event, 27th June 2019 11.6. 23rd April 2019: March management accounts 11.7. 1st May 2019: AoC Governance briefing 11.8. 2nd May 2019: re SFCA webinar programme and invitation to LSFP governance liaison group session 11.9. 11th May 2019: to foundation governors – invitation to Diocesan consultation meetings 11.10. 15th May 2019: April management accounts 11.11. 4th June 2019: AoC May Governance briefing & The Maximilian 11.12. 12th June 2019: Strategic Document for consultation and response

	<p>11.13. 18th June 2019: May management accounts 11.14. 19th June 2019: AoC Governance Survey 11.15. 25th June 2019: AoC Governance Briefing, June 2019</p> <p>12. CHAIRS ACTION:</p>
6.20pm	13. STUDENT GOVERNORS' REPORT
6.30pm	<p>14. ORAL REPORTS FROM GOVERNORS COMMITTEES:</p> <p>14.1. Audit committee (met on 7th May 2019): draft minutes have been published on the college website and included in the papers for this meeting and will be taken as read. Matters requiring decision / approval listed in appendix A will be presented by the chair of the committee.</p> <p>14.2. Finance and Resources Committee (met on 25th June 2019): to include proposal of Financial Plan Forecast 2019 – 21 and Budget 2019 – 20 for approval (in papers). Draft minutes included in the papers for this meeting will be taken as read. Matters requiring decision / approval listed in appendix B and will be presented by Mr John Opara on behalf of the chair of the committee.</p> <p>14.3. Curriculum Standards & Quality Committee (met on 22nd May 2019): Draft minutes included in the papers for this meeting will be taken as read. Matters for decision are listed in appendix C</p> <p>14.4. Appeal Committee: has not met since last meeting</p> <p>14.5. Remuneration Committee (met on 11th June 2019) to note that the committee met and received reports and performance reviews as required and has reported to Chair of F&RC for budget. Terms of Reference to be agreed.</p> <p>14.6. Governance Committee (Met on 11th June 2019) matters for report are listed in appendix D</p>
6.50pm	BREAK
6.55pm	<p>15. PRINCIPAL'S REPORT TO GOVERNORS (in papers) incorporating Strategic planning Recruitment and retention updates Freedom of Information and GDPR report on activity and compliance Risk Management Governors are invited to submit questions on the report (via the Clerk) in advance of the meeting</p>
7.25pm	16. SAFEGUARDING, WELFARE and ETHOS: Mr C Graham
7.40pm	<p>17. GOVERNANCE:</p> <p>17.1. Admissions Policy – routine review for 2019 admissions. Recommended by College Management Development Committee (CMDc). <i>In papers</i></p> <p>17.2. Safeguarding Responsibility to receive any report / update from the governor with oversight</p> <p>17.3. Governor Training & Development Opportunities: Clerk</p> <p>17.4. Governors Focus & Self-Assessment morning / day: to confirm Saturday 12th October 2019</p> <p>17.5. Governor Engagement: feedback from meetings / conferences including Diocesan Education Commission consultation with foundation governors</p>
7.55pm	18. SCHEDULE OF DATES & BUSINESS for 2019 – 20: to affirm dates and ratify the schedule of business.

8pm	19. ARE GOVERNORS SATISFIED THAT THE INFORMATION RECEIVED AND ALL DECISIONS TAKEN AT THIS MEETING ARE CENTRED ON IMPROVING THE EXPERIENCE AND LEVELS OF ACHIEVEMENT OF STUDENTS AT St FRANCIS XAVIER COLLEGE IN A SAFE ENVIRONMENT THAT PROMOTES EQUALITY, DIVERSITY, INCLUSION and BRITISH VALUES? 20. ANY OTHER BUSINESS
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**Date of next meeting of the full Board of Governors:
Thursday 5th December 2019**

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