

Governing Body Briefing Agenda
Tuesday 19 September 2023, 6.30pm, Conference Room Emmanuel Site
Chair – Dr Rupert Evenett

NOTICE
<p>In accordance with the Governing Body’s calendar, members of the Governing Body are invited to attend a briefing at 6.30pm on Tuesday 19 September 2023 at the Emmanuel site, Conference Room.</p> <p>Linda Harrison, Clerk to Governance</p>

AGENDA				
Agenda Item	Responsible	Document	Action	
Welcome				
1	Governors’ Prayer Apologies for Absence Changes to Membership	Linda Harrison, Clerk to Governance		
Resources: 2 (15 Minutes)				
2	Health & Safety Report Annual Health and Safety Report presentation	Clint Gomes, External Health & Safety Advisor; SAMS Ltd.	1	Information
Review of previous minutes and matters arising items; Annual Declarations: 3-6: (10 Minutes)				
3	Minutes of the previous meeting on Tuesday 27 June 2023	Rupert Evenett, Chair of Governors	2	Approval
4	Matters arising from the previous meeting held on Tuesday 27 June 2023	Linda Harrison	3	Information
5	<ul style="list-style-type: none"> • Annual Declaration of Eligibility Renewal for 2023-2024 • Register of Governors’ Interests Renewal for 2023-2024 <p><i>(Governors have been sent documents and should have completed and signed prior to the meeting)</i></p>	Linda Harrison		Information
6	<p>Further Education Governance Guide Updated guide July 2023.</p> <p><i>(Governors have been sent a link and should have read and signed prior to the meeting)</i></p>	Linda Harrison		Information

Safeguarding 7: (20 Minutes)				
7	Keeping Children Safe in Education Annual Briefing to ensure Governors are fully updated on changes in relation to KCSiE. <i>(Governors have been sent a KCSiE link and should have read and signed prior to the meeting)</i>	Camilla Crampton, Deputy Principal		Information
Start of Term Updates: 8-11 (20 Minutes)				
8	Executive Principal Update (i) To receive a verbal update regarding the start of term, to include building project and staffing information (ii) To provide a verbal briefing on impending Ofsted and RE & Catholic Life Inspection visits	Shireen Razey, Executive Principal		Information
9	Enrolment Report on the initial enrolment landscape	Shireen Razey, Executive Principal	4	Information/ Discussion
10	Examination Outcomes Report outlining the 2022-23 Examination results	Simon Spearman, Deputy Principal	5	Information
11	Destination Summary Report To receive an initial overview of the destinations for students who completed their studies in 2022-23	Holly Power, Deputy Principal	6	Information
Strategic Matters: 12-14 (15 Minutes)				
12	Strategic Priorities 2023-24 An overview regarding our Strategic Focus for 2023-2024	Shireen Razey	7	Information
13	Key Performance Indicators A summary of the Key Performance Indicators for the academic year 2022-23	Shireen Razey	8	Information/ Discussion
14	QIP (CTK) All Site Quality Improvement Plan for CTK	Shireen Razey	9	Information/ Discussion
External Governance Review: 15 (15 Minutes)				
15	Feedback from External Governance Review An opportunity to share a copy of the External Governance Review Report	Rupert Evenett Linda Harrison	10	Information/ Discussion
Other Matters: 16 (5 Minutes)				
16	Any Other Business	Rupert Evenett		Information

	<p>Date of next meetings:</p> <p>(i) Governors' Strategy and Development Day: Wednesday 8 November 2023, 9.00am – 1.30pm, St Mary's</p> <p>(ii) Meeting of the Governing Body: Tuesday 5 December 2023, 6.30pm, St Mary's</p>			

Events, this Term, that Governors might like to attend:

Student Council Meetings at each Site

- Tuesday 10 October 2023, 12.20pm – 12.50pm / 1.20pm – 1.50pm
- Tuesday 28 November 2023, 12.20- 12.50pm / 1.20pm – 1.50pm

Local Board Meetings (Teams)

- Thursday 5 October 2023, 4.00 – 6.00pm

Risk, Audit and Compliance Committee (Teams)

- Friday 6 October 2023, 11.00am
- Friday 3 November 2023, 11.00am
- Friday 1 December 2023, 11.00am

Governors Continued Professional Development (Teams)

CPD Events led by Sub Committees for all Governors

- 27 September 2023, Finance, Resources & Business CPD, 4.30pm – 5.30pm
- 19 October 2023, Curriculum & Quality CPD, 4.30pm – 5.30pm