

**Full Governing Body Meeting Agenda**  
**Tuesday 5 December 2023, 6.30pm, St Mary's Site**  
**Chair – Dr Rupert Evenett**

**NOTICE**

In accordance with the Governing Body's calendar, members of the Governing Body are invited to attend a briefing at 6.30pm on Tuesday 5 December 2023 at the St Mary's site.

Linda Harrison, Clerk to Governance

**AGENDA**

Agenda Item	Responsible	Document	Action
<b>Welcome, review of minutes and matters arising Items: 1 - 3 (10 Minutes)</b>			
<b>1</b>	Governors' Prayer Apologies for Absence Changes to Membership Declarations of Interest	Linda Harrison, Clerk to Governance	
<b>2</b>	Minutes of the Governing Body Briefing held on 19 September 2023	Rupert Evenett, Chair of Governors	1 Approval
<b>3</b>	Matters arising from the Briefing held on 19 September 2023	Linda Harrison	2 Information
<b>Standing Agenda Items: 4 - 7 (30 Minutes)</b>			
<b>4</b>	<b>Chaplaincy and 10:10 RE Report to Governors</b> To receive a report on Catholic Education at the college in the areas of Catholic Life, Religious Education and Collective Worship	Javier Elderfield, Chaplaincy Coordinator	3 Information
<b>5</b>	<b>Student Governor Report</b> To receive a report from the Student Governors	Kosa Edo-Osagie Student Representative	4 Information
<b>6</b>	<b>(i) Executive Principal's Report</b> To receive a report from the Executive Principal	Shireen Razey, Executive Principal	5 Information
	<b>(ii) Key Performance Indicators</b> To receive an update on the performance indicators for the year to date		5(i) Information

	<b>(iii) Strategic Priorities</b> An opportunity to update Governors on progress with Strategic Priorities for 2023/24		5 (ii)	Information
<b>7</b>	<b>Safeguarding Update</b> To receive a verbal update on Safeguarding including a focus on the use of SmoothWall	Camilla Crampton, Deputy Principal (Pastoral)		Information
<b>Quality Management 8 - 12 (30 minutes)</b>				
<b>8</b>	<b>Catholic Education (SAR)</b> To receive and approve the Catholic Education Self-Assessment Report (SAR)	Camilla Crampton	6	Approval
<b>9</b>	<b>(i) Sixth Form Self-Assessment Report (SAR)</b> To receive a copy of the SAR	Simon Spearman, Deputy Principal (Quality & Vocational)	7	Approval
	<b>(ii) Quality Improvement Plan (QIP)</b> To receive a copy of the QIP		7(i)	Information
<b>10</b>	<b>Equity, Diversity and Inclusion</b> <b>(i) EDIM Report</b> To receive the annual staff and student EDI report	Paula Amony, Assistant Principal	8	Information
	<b>(ii) EDI Action Plan</b> To receive an update on progress with agreed EDI Action Plan		8(i)	Approval
<b>11</b>	<b>External Governance Review Action Plan</b> Opportunity to review the Governance Review Action Plan	Linda Harrison	9	Information
<b>Business &amp; Resources 13 - 14 (20 Minutes)</b>				
<b>12</b>	<b>ESFA Self-Assessment</b> To receive and approve: (i) Regularity Self-Assessment Questionnaire 2022/23  (ii) Board Assessment of Fraud Risk Questionnaire 2022-23  (iii) Accounting Estimates and Areas of Judgement Report	Molly Makota, Chief Financial and Resources Officer	10	Information/ Approval
			10(i)	
			10(ii)	
<b>13</b>	<b>(i) Minutes of the Joint Finance, Resources &amp; Business and Audit &amp; Risk Committee meeting held 15 November 2023</b>	Rosie Newbould, A&R Committee Chair /Ciaran Burns	11	Information/ Approval

	<b>To approve:</b> (ii) Financial Statements Audit Findings  (iii) The Report and Financial Statements for the year ended 31 July 2023  (iv) Letter of Representations		11(i)  11(ii)  11(iii)	
<b>Committee Reports 15-19 (20 Minutes)</b>				
<b>14</b>	<b>Minutes from the Governance &amp; Search Committee held on 25 September 2023</b>	Rupert Evenett, G&S Committee	12	Information
<b>15</b>	<b>(i) Minutes from the Finance, Resources &amp; Business Committee Meeting held on 27 September 2023</b>  <b>(ii) Minutes from the FR&amp;B Committee Meeting held on 28 November 2023</b>	Ciaran Burns	13  13(i)	Information  Information
<b>16</b>	<b>(i) Minutes from the Curriculum &amp; Quality Committee Meeting held on 19 October 2023</b>	Nana Reynier, C&Q Committee Chair	14	Information
<b>17</b>	<b>Minutes from the Audit &amp; Risk Committee Meeting held on 4 October 2023</b>	Rosie Newbould	15	Information
<b>Other Matters 20-21 (10 minutes)</b>				
<b>18</b>	<b>Any Other Business</b>	Rupert Evenett		
<b>20</b>	<b>Date of next meetings:</b> Meeting of the Governing Body: 6 February 2023, Aquinas			

**Events, that Governors might like to attend:**

**Community Day:**

- Friday 15 December 2024, 9.30am - 12.00pm at each site

**Next Student Council Forums at Each Site**

- **Aquinas** – Tuesday 30 January, 1.20pm
- **St Mary's** - Tuesday 30 January, 12.15pm / 1.15pm
- **Emmanuel** – Tuesday 30 January, 12.15pm / 1.15pm

**Local Board Meetings (Teams)**

- Thursday 25 January 2024, 4.00pm
- Thursday 16 May 2024, 4.00pm

**Risk, Audit and Compliance Committee (Teams)**

- Friday 5 January 2024, 11.00am, 12.15pm
- Friday 2 February 2024, 11.00am, 12.15pm
- Friday 1 March 2024, 11.00am, 12.15pm

**Mass Times**

- **Aquinas Chapel** – Wednesdays, 1.30pm
- **St Mary's Chapel** – Thursdays, 1.40pm
- **Emmanuel Chapel** – Fridays, 1.40pm