



Notre Dame Catholic Sixth Form College

## CORPORATION MEETING

Wednesday 27th March 2019, 17:30, M1 & 2 CUVILLY

REFRESHMENTS at 17:00

Item	Agenda	Paper	Action
	<b><i>PART 1 - All Governors</i></b>		
1	Welcome (of new Staff Governor) and Opening Prayer		
2	Apologies		
3	Declaration of Interest		Declare
4	Minutes of the previous meeting ( <b>Part 1</b> 19 <sup>th</sup> Dec 2018)	<b>Enc</b>	<b>Approve</b>
5	Matters Arising from Part 1		
6	Report of the Student Senate		Receive
7	Report of the Staff Governor(s)	<b>Tabled</b>	Receive
8	Principal's Report – March 2019	<b>Enc</b>	<b>Approve</b>
9	Catholic Life – QA Report	<b>Enc</b>	
10	Correspondence		
11	Date of next meeting: Wednesday 22 May 2019	<b>Enc</b>	
	<b><i>PART 2 – Students are excused</i></b>		
12	<b>Part 2 Supplementary Document</b> Confidential to Gov's (19th December 2018)	<b>Enc</b>	<b>Approve</b>
13	Matters Arising from Part 2		
	<b><u>Reports from Committees:</u></b>		
14	<b>Audit</b> - (Meeting 7 <sup>th</sup> March 2019) (i) Minutes (ii) Internal Audit Assignment Reports – Payroll and Strategic Control (iii) Audit Recommendation Tracking Report (iv) Policies  (v) External Audit- Reappointment of Wylie +Bisset	<b>Enc</b> <b>See</b> <b>Mins</b> <b>Enc</b> <b>See</b> <b>Mins</b> <b>See</b> <b>Minutes</b>	<b>Approve</b>
14a	Risk Management - Risk Register & Action Plan	<b>Enc</b>	<b>Approve</b>
15	<b>Curriculum &amp; Standards</b> (Meeting 5 <sup>th</sup> March 2019) (i) Minutes (ii) Link Governor meetings (iii) TL&A Student Progression (iv) Catholic Life: Pastoral Team Report (v) Destination Report (vi) Application Trends	<b>Enc</b> <b>See Mins</b> <b>Enc</b> <b>Enc</b> <b>Enc</b> <b>See Mins</b> <b>See</b> <b>Mins</b>	Note Note Note Note Note

Item	Agenda	Paper	Action
	(vii) Policies		
16	<b>Finance &amp; Physical Resources</b> (Meeting 6 March 2019) (i) Minutes (ii) Property Strategy – T Levels (iii) International Dept. Report (iv) Financial Report Revised Budget, 2018/19 (v) Financial Planning 2019/20 (vi) Terms of Reference	<i>Enc</i> <i>See</i> <i>Mins</i>  <i>Enc</i> <i>See Mins</i> <i>Enc</i>	   <b>Approve</b>  <b>Approve</b>
17	<b>Any Other Business</b>		
	<b>Part 3 CONFIDENTIAL ITEMS – Staff and Staff Governors may be excused</b>		
18	<b>Part 3 Supplementary Document</b> Confidential to Gov's (19th December 2018)	<i>Enc</i>	<b>Approve</b>
19	Matters arising from Part 3		
20	<b>Human Resources Committee</b> (Meeting 27 March 2019) (i) Terms of Reference (ii) Staffing Update (iii) Voluntary Redundancy Scheme	<i>Enc</i> <i>Update</i> <i>Update</i>	<b>Approve</b>  <b>Approve</b>
21	<b>Any Other Business</b> <b>Evaluation Form</b>	<i>Enc</i>	<b>Complete</b>

*Invited to attend:* Mrs M Beardsall (Vice Principal) Parts 1 and 2

**Membership:** 19 Governors in total:  
11 Foundation  
8 others:  
Principal; 1 parent; 2 co-opted business / community.  
2 students (Part 1); 2 staff (Parts 1 and 2).

Foundation Governors shall outnumber other Members by at least 3.

**Quoracy:** A minimum of 40% of the number of appointed members, with at least 4 Foundation Governors present.