

ST DOMINIC'S SIXTH FORM COLLEGE

Minutes of the Ninety-Eighth Meeting of the Governing Body of St. Dominic's Sixth Form College held at the College, Mount Park Avenue, Harrow-on-the-Hill, on Thursday 16th March 2017 at 5.30pm.

Foundation Governors	Tenure	Att	Other Governors	Category	Tenure	Att
Mr Anthony Aldridge	01.09.14-31.08.18	Y	Mr Andrew Parkin	Principal	01.01.13	Y
Mr Denis Argent	01.09.14-31.08.18	Y	Mrs Susan Firth	Staff	01.01.14-31.12.17	Y
Mrs Rosemarie Beynon	01.09.14-31.08.18	N	Mr David Martin	Co-opted	15.04.15-14.04.17	Y
Mr Patrick Freely (Chair)	01.09.14-10.10.18	Y	Mrs Julie Duggan	Staff	02.09.15-31.12.17	Y
Mr James O'Flynn	01.09.16-31.08.20	Y	Miss Deborah Perdoni	Student Governor	01.01.17-31.12.17	Y
Mr Neville Ransley	01.09.09-31.08.17	Y	Mr Ababil Tahir	Student Governor	01.01.17-31.12.17	Y
Mr Ian Rogers	01.09.09-31.08.17	Y	Mrs Paula Eavis	Parent Governor	17.03.16-31.08.17	Y
Mr Christopher Moseley	01.09.14-01.08.18	Y	Mr Ola Fajobi	Co-opted Governor	17.03.16-31.08.17	Y
Ms Honor Beck	01.09.14-01.08.18	Y	Miss Katie O'Brien	Observer		
Ms Anne O'Shea	01.09.14-01.08.18	Y				
The Rev James Neal	01.09.15-01.08.18	Y				
Mrs Maura Coumbe	10.03.16-31.08.19	Y				

In Attendance: Mr Brian Frederick Clerk
Miss Nicola Walsh Vice-Principal

The meeting opened with a prayer.

1417 Apologies and Welcome

Apologies had been received from Mrs Rosemarie Beynon (unwell).

Deborah Perdoni and Ababil Tahir were welcomed as the new Student Governors.

Katie O'Brien was welcomed as an observer (prospective governor).

1418 Notification of Items of Other Urgent Business

Lloyds Bank required a new facilities letter.

1419 Minutes of the Previous Meeting

The minutes of the meeting held on 8th December 2016 were agreed as a correct record.

1420 Matters Arising From Those Minutes

1. New Financial Planning Handbook (Agenda Item 1403.1)
This had not yet been finalised for circulation by Tom Colgan.
2. National Leadership of Governance Status (Agenda Item 1405)
Patrick Freely as Chair had not yet taken this forward.

3. Standalone Academy Status (Agenda Item 1411)
Patrick Freely reported that there is now recognition that College conversion to academy status is no longer possible under current legislation.
The Catholic Education Service has advised that there is the need for new legislation in order to protect the catholic character of the College. New legislation has to be agreed with the DfE with an anticipated time span of 2 years before enactment. The DfE has agreed to extend the start up grant period (£35k) until new legislation is in place (as stated at a recent meeting of ACVIC).
In discussion Fr James Neal held the view that any further proposal on academisation should now be put on hold to avoid any confrontation with the Diocese.
4. Governors' Links to Departments (Agenda Item 1413)
Anna Doherty PA to the Principal would format Governors' reports on visits to Departments for circulation. The structure of reporting on visits would be confirmed.
5. Mission Statement (Agenda Item 1407)
No change to the mission statement. Reported to Catholicity and Curriculum Committee.
6. DBS Certification (Agenda Item 1415.1)
Patrick Freely requested that all outstanding DBS checks be conducted prior to the next meeting.

1421 Student Council Report

Deborah Perdoni and Ababil Tahir presented the Student Council Report (Paper B).

Main Headings:

- The Canteen
- International Women's Day
- St Dominic's Talent Show

Particular reference was made to the wide range of careers represented at International Women's Day, tickets on sale at £2 for the Talent Show and discussions on giving more recognition of minority ethnic groups, perhaps by incorporating the theme into the weekly tutorials.

1422 Principal's Report

Andrew Parkin Principal presented a written report (Paper C) together with the Academic Board Discussion Paper on Curriculum Plan for 2017 and 2018 (Paper C1).

Particular reference was made to:

- Preparation for the mock exams with targeting on student progress. Early indication that student progress is showing positive signs in terms of value added.
The College has a high student entry score at 6.8 where progression needs to be at A and A* Grades at A Level. Workshops have been established for student support.
- Budget Preparation for 2017/18.
Additional costs of national insurance, pension contributions and withdrawal of protection funding have to be taken into account with required savings projected at over £1 million.
- Academisation.
Note had been taken of the process followed by Hereford Sixth Form College.
- Academic Board (Paper C1). Curriculum Plan 2017 and 2018.
The issue in the Paper was based on a reduction in the A Level offer from 4 to 3 subjects from September 2018.
The view held by Ofsted remained a consideration with a preference to remain with 4 A Level subjects.

Decision to be made at the Governors' Strategic Planning Day in September 2017.

- Staff Wellbeing co-ordinated by Helen Carter.
- Admissions.
3800+ applications with a heavy contingent from the John Lyon, Joan of Arc and Strode Schools.
- Half-Term Trips.
Participation in a musical production on Broadway New York.
- Reports from members of the Senior Leadership Team.
- Pastoral Care.
Ongoing mental health issues.
The Friends contribute towards the cost of student counselling.
No referrals to report under the Prevent Strategy.

The reports were received.

1423 Update on Local Area Review and Academisation

Patrick Freely commented on the Final Report on the outcome of the West London Area Review (Paper D).

The College had the option to pursue academisation subject to the support from the Westminster Diocese. As reported under Agenda Item 1420.(3) academisation remained subject to a change in statutory legislation.

The College would need to meet the financial benchmarks in its application for academisation. Financial stability required a surplus of 5% of income against expenditure which was the aim in budget preparation for 2017/18.

1424 Report of the Quality and Standards Committee

Neville Ransley as Chair reported on the meeting of the Committee held on 23rd January 2017 (a copy of the unadopted minutes of the meeting was received) (Paper E).

Particular reference was made to:

- The outcome of the mock examinations was similar to the previous year.
- In discussion on the Academic Board's Paper the student representatives recognised the importance of study time.
- Academic support included preparation of students for interviews.

The report was received.

1425 Report of the Catholicity and Curriculum Committee

Anne O'Shea as Chair reported on the meeting of the Committee held on 6th February 2017 (a copy of the unadopted minutes of the meeting was received) (Paper F).

Particular reference was made to the curriculum presentation on Ancient and Modern Studies which included four subjects.

The report was received.

1426 Report of the Finance and General Purposes Committee

David Martin as Chair reported on the meeting of the Committee held on 27th February 2017 (a copy of the unadopted minutes of the meeting was received) (Paper G).

Additional papers were the Management Accounts (Paper G1) and Self Assessment Report and Quality Improvement Plan (Paper G2).

Particular reference was made to:

- Income and expenditure remained within budget.
- Lobbying process in support of a capital build to expand teaching accommodation.
- Review of College security.
- Quality Improvement Plan included the ongoing conversion to the A Level Linear programme

which had been a challenge for teaching staff.

The report was received.

1427 Report of the Search Committee

Patrick Freely as Chair reported on the meeting of the Committee held on 27th February 2017 (a copy of the unadopted minutes of the meeting was received) (Paper H).

Particular reference was made to the decision not to pursue the appointment of a Local Authority representative with succession planning in place.

The report was received.

1428 Prevent Strategy Update

No new referrals.

1429 Strategic Planning Day

Saturday 23rd September 2017.

1430 Governors' Attendance on Courses and Conferences

The Governors' Training Data Refresher Paper (Paper I) presented at the In-Service Session for Governors had been circulated.

Additional attendees had included -

Neville Ransley, Anne O'Shea and Patrick Freely completing the on-line Prevent Strategy Programme.

Paula Eavis on the Diocesan Governors' Induction Programme.

Patrick Freely at the Diocese of Westminster Chairs' Briefing.

1431 Any Other Business

1. Facility Letter from Lloyds Bank

The re-signing was agreed in order to meet the new FRS Regulations. This was based on an original loan of £1,250,000 loan with approximately £400,000 left to pay by 2021.

1432 Date of Next Meeting

Thursday 6th July 2017 at 6.30pm.

Mass at 5pm followed by a reception.

1433 Confidential Part 2 Agenda

