

A GUIDE TO THE GOVERNING BODY – 2016/2017

The Chairperson is Mr Donal McCormack. The Vice-Chairperson is Mr Peter Alcock.

The Composition of the Governing Body is laid down by the College's **Instrument & Articles of Government**. This is a legal document under the terms of the Further and Higher Education Act 1992 which incorporated the College. It establishes the Governing Body as a legal entity and defines what the Governing Body and the College may do.

Governors and Associate Members are appointed or elected (as appropriate) from a diverse range of volunteers from St Helens and surrounding areas. It is not necessary for candidates to have expertise in the education sector.

The Instrument and the Governors' own **Standing Orders** define the constitution as being comprised of the following stakeholders:ⁱ

- 10 Foundation Governors, who are appointed on behalf of the Archdiocese of Liverpool
- 3 Co-opted Governors
- 1 Staff Governors
- 1 Parent Governor
- 1 Student Governors
- The Principal

Additionally, the College has two Associate Members who serve on a Committee. The assigned Committee is determined by the Member's skills and expertise.

The Governing Body (not the College) employs an independent part-time Clerk, who facilitates all aspects of its work.

Governors and Associate Members are appointed or elected to:

- Represent the key stakeholders in the College
- Represent the key external stakeholders, especially the Archdiocese
- Provide the College with expertise and experience not normally available
- Assist in the accountability of the College to the community for the provision and quality of the education, care of young people and for the expenditure of public money
- Provide oversight of and facilitate the management of the employees and resources of the College

Key Duties

1. To determine the educational character and mission of the College
2. To ensure whether College management is fulfilling the mission
3. To promote the continuous improvement of the College, the performance of students and the experiences on offer to them
4. To ensure the solvency of the College and the safeguarding of its assets
5. To approve the annual estimates of income and expenditure
6. To oversee the appointment, grading, suspension, dismissal and the determination of the pay and conditions of the Principal, Vice Principal and the Clerk
7. To set a framework for the pay and conditions of service of all staff
8. To contribute to the leadership of the College in ways which promote the quality of teaching and raise student achievement

The Governing Body and its Committees

The full Governing Body meets at least termly, twice in the autumn term. It receives reports from the Principal or the Clerk and its own committees. Most of the detailed work is undertaken in committees which meet as required, normally once or twice per term. The committees are:

Audit Committee which has legal powers to investigate all aspects of the administration and financial systems of the College. The Governing Body employs two firms of auditors and commissions relevant studies

Finance, Estates and Marketing (FEM) Committee oversees the budget, manages the resources and the estate. It ensures that the marketing of the College is effective and ethical.

Personnel and Quality Assurance (P&QA) Committee monitors and develops all aspects of student achievement, the quality of teaching, student protection, welfare and support, students' experiences and the duties of the College as the employer.

Remuneration Committee manages the recruitment, remuneration, performance management and development of designated senior post holders and the Clerk.

Search Committee recruits new Governors with appropriate expertise and experience. It ensures that the Governing Body operates smoothly and fulfils its responsibilities.

How to find out more

Further information is available on the College website or by contacting the Clerk to the Governors. The Clerk's contact details are as follows:

Mrs Catherine Shaw
Clerk to the Governing Body
Carmel College
Prescot Road
St Helens
Merseyside
WA10 3AG

Tel: 01744 452200
Email: catherines@carmel.ac.uk

ⁱ As at 28th February 2017, there is one vacancy for a Foundation Governor.

GOVERNING BODY

REMUNERATION COMMITTEE

Mr Peter Alcock (Chair)
Mrs Karen Gornall
Mr Donal McCormack
Dr Christine Tyler

SEARCH COMMITTEE

Mr Peter Alcock
Mrs Karen Gornall
Mr Mike Hill
Mr Donal McCormack (Chair)
Dr Christine Tyler

AUDIT COMMITTEE

Miss Kath Boullen
Mrs Karen Gornall (Chair)
Mr John McCormick
Mrs Carole Williams

FINANCE, ESTATES & MARKETING COMMITTEE

Mr John Fogarty (Chair)
Mr Mark Harvey
Mr Mike Hill
Mr Donal McCormack
Ms Caroline Nencini
Dr Christine Tyler

PERSONNEL & QUALITY ASSURANCE COMMITTEE

Mr Peter Alcock
Mr Andrew Briddock
Mr Mike Hill
Mr Conal Neafcy
Dr Mary Stevenson
Mrs Carole Williams
Mrs Breeda Worthington (Chair)

MEMBERSHIP OF CARMEL COLLEGE GOVERNING BODY

Name	Date of Appointment / Re-Appointment	Term of Office	Status	Declaration of Business Interests
Mr Donal McCormack	1 st Apr 2015	4 years	Foundation	None
Mr Mike Hill	22 nd August 2016	Ex-Officio	Ex-Officio	None
Mr Peter Alcock	1 st Apr 2013	4 years	Foundation	Director - The Liverpool Joint Catholic and Church of England Academy Trust Director and Chair of Governors – The Academy of St Francis of Assisi, Liverpool Chair of Governors - St Mary's Catholic Primary School, St Helens

Miss Kath Boullen	22 nd Sept 2014	4 years	Co-opted	Chief Executive - St Helens Chamber Board Member – Liverpool City Region Local Enterprise Partnership Member – Liverpool City Region ESIF Committee
Mr Andrew Briddock	1 st July 2016	1 year	Student	None
Mrs Margaret Buckley	1 st Apr 2016	4 years	Foundation	None Retired February 2017
Mr John Fogarty	1 st Jan 2015	4 years	Foundation	Director - Merseytravel Treasurer - Liverpool City Region Combined Authority Cousin to a Tutor at Carmel College
Mrs Karen Gornall	1 st Jul 2014	4 years	Foundation	None
Mr Mark Harvey	1 st April 2015	4 years	Parent	None
Mr John McCormick	1 st Jul 2014	4 years	Associate Member	None
Mr Ian McKeown	1 st Nov 2015	4 years	Associate Member	None Resigned November 2016
Mr Conal Neafcy	1 st Jul 2015	4 years	Associate Member	None

Ms Caroline Nencini	1 st Jul 2014	4 years	Foundation	None
Mrs Helen Stevenson	1 st Apr 2013	4 years	Foundation	Shareholder/Director - CYPF Development Services Limited Shareholder/Director - Navigate Group Shareholder/Director – MHD Solutions
Dr Margaret Stevenson	1 st Jul 2016	4 Years	Foundation	None
Dr Christine Tyler	1 st Sept 2014	4 years	Foundation	Chair of Governors - Lansbury Bridge School, St Helens A relative employed at (i) Priestley College, Warrington, (ii) Riverside College, Halton, (iii) Newcastle College Group
Mrs Carole Williams	16 th Oct 2013	4 years	Staff	None
Mrs Breeda Worthington	1 st Jul 2016	4 Years	Co-opted	None