

A GUIDE TO THE GOVERNING BODY – 2017/2018

The Chairperson is Mr Donal McCormack. The Vice-Chairperson is Ms Caroline Nencini.

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:

- 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 Governor
- 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

GOVERNING BODY

REMUNERATION COMMITTEE

Mrs Karen Gornall
Mr Donal McCormack
Ms Caroline Nencini

SEARCH COMMITTEE

Mrs Karen Gornall
Mr Mike Hill
Mr Donal McCormack (Chair)
Ms Caroline Nencini

AUDIT COMMITTEE

Miss Kath Boullen
Mrs Karen Gornall (Chair)
Mr Andrew Jones
Mr John McCormick
Mr Paul Rooney

FINANCE, ESTATES & MARKETING COMMITTEE

Mr John Fogarty (Chair)
Mr Mark Harvey
Mr Mike Hill
Mr Donal McCormack
Ms Caroline Nencini
Mr Chris Platt

PERSONNEL & QUALITY ASSURANCE COMMITTEE

Mrs Kay Arrowsmith
Mr Mike Hill
Mr Oliver Maddock
Mr Conal Neafcy
Mrs Catherine Twist
Mrs Breeda Worthington (Chair)

MEMBERSHIP OF CARMEL COLLEGE GOVERNING BODY 2017-2018

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
Mrs Kay Arrowsmith	1 st September 2017	4 years	Staff	To be confirmed
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 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 Oliver Maddock	1 st July 2017	1 year	Student	To be confirmed
Mr John McCormick	1 st Jul 2014	4 years	Associate Member	None
Mr Conal Neafcy	1 st Jul 2015	4 years	Associate Member	None
Ms Caroline Nencini	1 st Jul 2014	4 years	Foundation	None
Mr Chris Platt	1 st Sept 2017	4 years	Foundation	To be confirmed
Mr Paul Rooney	1 st Sept 2017	4 years	Foundation	To be confirmed
Mrs Helen Stevenson	1 st Apr 2013	4 years	Foundation	Shareholder/Director - CYPF Development Services Limited Shareholder/Director - Navigate Group Shareholder/Director – MHD Solutions
Mrs Catherine Twist	1 st Sept 2017	4 years	Foundation	To be confirmed
Mrs Breeda Worthington	1 st Jul 2016	4 Years	Co-opted	None