Summary of the 482nd meeting of the Catholic Education Commission of Western Australia held on Friday 6 November 2015 at Catholic Education Western Australia

CECWA Governance and Standing Committees

Sonia Faccin Nolan tabled an update on the review of CECWA Governance and Standing Committees. This document was prepared following consultation with CECWA Members and a workshop held with representatives of the Standing Committees held on Wednesday 4 November 2015.

RESOLVED
1. The CECWA Terms of Reference to be further explained into strategy so that CECWA has a clear and measurable direction.
2. The Finance, Compliance and Risk Committee be separated to become two separate committees. The Finance Sub-Committee will provide oversight for the finance agenda, while the compliance and risk focus areas will be merged into another sub-committee named the Risk and Audit Sub-Committee.
3. An Implementation/Transition Plan to be developed which includes lines of communication and decision-making across the entire structure from CECWA – Sub-Committees – Sub-Groups - interface with the office.
4. The CEOWA Charter to be developed. A draft Charter will be presented at the CECWA December 2015 meeting.
5. CECWA to retain the discretionary ability to appoint qualified members of Sub-Committees and Sub-Groups.
6. A nomination panel made up of CECWA and CEOWA personnel assist in the selection of new members. Induction, formation and ongoing development processes are to be developed.
7. Sub-Committees to be reviewed after 12 months.
8. Focus Areas of Sub-Committees to be reviewed for relevance every three years to ensure the system remains responsive.
9. The language and terminology of the Standing Orders for the Sub-Committees to be refined to ensure the intention of compliance/monitoring and strategic and future thinking is balanced and reflected in the wording.
10. The Chair of the CECWA to provide an update, in writing, to the current Committee Chairs and Principals on the status of the review and resolutions made at this meeting.
11. A Communications Plan to be developed for the Implementation/Transition. CECWA to decide on the timing of transition and advise Standing Committees.
12. ICT to have a greater focus in the committee structure. An ICT Sub-Group to be established, reporting to the Risk and Audit Sub-Committee.
13. Policy Development to be specifically included in all Sub-Committee Standing Orders/Terms of Reference.
14. The committees to be known as Sub-Committees.

Catholic Education Office of Western Australia Budget 2016

Paul Leuba, Team Leader of Finance, presented the Catholic Education Office of Western Australia Budget for 2016.

RESOLVED
482/3/1 That:
  i. The budget for the Catholic Education Office of Western Australia for the year ending 31 December 2016 be accepted by CECWA.
  ii. That the 2016 WA Catholic schools levies be endorsed by the Catholic Education Commission of Western Australia as follows:
       a. Catholic Education Office of WA $85.57 per student
       b. Catholic Tertiary Education:
          • Catholic Institute of WA $5.25 per student
          • University of Notre Dame $2.88 per student
       c. Co-responsibility Building Fund
          • Kindergarten $74.41 per student
          • Primary $124.01 per student
          • Secondary $177.16 per student
  iii. That the Catholic Education Commission of Western Australia notes the National Catholic Education Commission levy of $3.57 per student, the Bishop’s Conference Pastoral Research levy of $0.06 per student and the Indigenous Initiative levy of $50 per school.

CathEdNet Budget 2016

Martin Roberts, the Chief Information Technology Officer, and Rob Troost, Capital Consultant, presented the CathEdNet Budget for 2016.

RESOLVED
482/3/2 That:
  i. the 2016 CathEdNet budget and associated levies be approved, and
  ii. $395,000 of recurrent funds be transferred to the Capital provision account for 2016.

CECWA Meeting Dates 2016

Edward Simons, Director Governance and Administrative Services, proposed the CECWA Meeting Dates for 2016.

RESOLVED
482/3/3 That the Catholic Education Commission of Western Australia meeting dates for 2016 be approved.