

Minutes of the Governors' Extra-Ordinary Search & Governance Committee meeting held on 23 February 2022 - remotely

Present:

David Brown
David Meakin
Guy Thomas
Karen Buchanan
Richard Thorley
Gillian Bardin
Jim Sutcliffe

In Attendance:

Simone Lomas
Simon Jordan

Apologies for absence

1 There were no apologies noted

Declaration of Interest

2 There were no declarations of interest noted.

Minutes of the Committee meeting held on 13 October 2021

3 The minutes of the meeting held on 13 October 2021 were accepted as a true record, proposed by Gillian Bardin and seconded by Guy Thomas.

Matters arising from the minutes

4 Paragraph 4; Karen Buchanan confirmed that she had spoken to the Governor, who explained that the hybrid approach to attend meetings would be of benefit to them.

Paragraph 7; Simone Lomas explained that she had spoken to Richard Robinson who would consider the request to join the Curriculum and Standards Committee

Paragraph 10; Simone Lomas confirmed that the action to include Paul Ragnall on the Governor Categorisation table as a member of the Accommodation Group had been superseded by his resignation.

Paragraph 12; Simone Lomas confirmed that she had spoken to the remaining Governor in relation to their review, they would come back with dates.

Planning for the Future

5 Simone Lomas presented the report advising that there are currently three external vacancies on the Board, following the resignation from Paul Ragnall.

6 Annette Weekes, a potential Governor who had expressed an interest to join the board had requested to postpone the interview but was still keen to be considered.

7 The resignation of Paul Ragnall had created a huge impact, not least the Health and Safety Lead Governor role that he undertook. Discussions around the co-opting of Governors to the Board took place. Gillian Bardin explained that through her involvement with Lancaster University she had met someone who might be interested in a Governor role and had a Health and Safety background. Gillian was happy to contact him to arrange a conversation with SMT.

8 There may be a possibility to co-opt an appropriate member of the Council who has a role in Health and Safety. A request to consider the Bondholders in relation to the vacancies on the board was made.

Action: SMT

9 Simone Lomas summarised the position in terms of the vacant posts on the Committees and of the potential existing Governors who could be considered. After debate Simone was asked to speak with:

- Kate Quinn in relation to the Vice Chair position on the HR Committee
- Fiona Lugiano in relation to the vacant position on the Remuneration Committee
- Richard Robinson in relation to the Vice Chair position on the Audit Committee

Action: Simone Lomas

10 Gillian Bardin agreed at the meeting to take up the position of Vice Chair of the Curriculum and Standards Committee. As a Vice Chair Gillian would hold a permanent role on the Search and Governance Committee, leaving the role of Independent Governor to be re-considered.

11 Governors noted the report.

External Review of Governance

12 Simone Lomas introduced the report advising Governors of the scope and purpose of the external reviews that will be made a requirement as a result of the Skills for jobs white paper reforms to strengthen governance.

13 External reviews must be conducted every three years by an organisation who does not have any other service to the College that may present a conflict of interest and are independent of the governors, Principal and Clerk.

14 Research to source an appropriate Reviewing Organisation and establish an approximate price is underway. Governors requested that the review be organised as soon as negotiations have concluded.

Action: Simone Lomas

Equality, Diversity and Inclusion

15 Simone Lomas presented the report, informing Governors of the current status of equality, diversity and inclusion in Further Education settings in England, comparing the national statistics to the Colleges, noting that not all of the data is captured as part of the Governor recruitment process.

- 16 Simone advised that a starting point would be to align the Governor recruitment process with the robust staff recruitment process, discussions around positive discrimination, advertising governor positions and the use of Governor recruitment platforms promoted by the AoC took place.
- 17 Governors requested that the Chair, Vice Chair, Principal and Clerk meet to agree a way forward to ensure a transparent and inclusive approach is practised.

Action: Simone Lomas

Approved by Chair, David Brown

Signed: David Brown

Date: 14.3.22

NOTE: Final approval of the minutes will be at the following sub committee meeting.