

Minutes of the Governors' Search & Governance Committee meeting held on 10 May 2023



Present:

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

In Attendance:

Simone Lomas
Simon Jordan
Joanne Weeks

Apologies for absence

- 1 Jim Sutcliffe's apologies for the meeting were noted.

Declaration of Interest

- 2 There were no declarations of interest noted.

Minutes of the Committee meeting held on 12 October 2022

- 3 The minutes were accepted as a true record, proposed by Richard Thorley and seconded by Guy Thomas.

Matters arising from the minutes

- 4 Paragraph 11 – discussion took place regarding the Health and Safety Governor Lead. It was agreed that the Senior Management Team will pull together a rationale and requirements for a lead Health and Safety Governor and share at the next Search and Governance Committee meeting. In the meantime, David Shorrocks would continue to provide external assurance to the Board.

Action: SMT

Complaints registered at Board Level

- 5 Simone Lomas informed the Committee that there had been no formal complaints registered to or against the Board or Corporation between 1 May 2022 and 30 April 2023.
- 6 Governors noted the position.

Planning for the Future

- 7 Simone Lomas presented the report advising that there are currently no external vacancies on the Board based on our Board membership of up to 20 members.

8 Simone Lomas advised governors of Richard Thorley's term of office which expires in June 2023. Richard is happy to be re-elected for an 8th term. Governors unanimously approved the re-appointment of Richard Thorley to the Governing Board for a further 4 years of office. Gareth Jones' first term of office expires in July 2023. Gareth is a staff governor and the process to recruit the next teaching staff governor will commence shortly.

Action: Simone Lomas

9 All Further Education colleges in England are subject to a requirement to secure access for learners to independent careers guidance and it is recommended that colleges identify a member of the Governing Board to be a specific link for careers. Discussion took place on a suitable governor for this position. Gillian Bardin, Vice Chair of Curriculum and Standards Committee agreed to undertake the role, given that the subject of Careers would be presented and discussed at the Curriculum and Standards Committee; a Committee that she is Vice Chair of.

10 The Vice Chair position of the Human Resources Committee remains vacant. It was agreed for David Meakin and David Brown to act as Vice Chair when they attend the HR Committee and for this to be reflected in the membership of the Board documentation.

Action: Simone Lomas

11 Simone Lomas updated governors on the External Review of Governance and that two proposals to undertake the Review had been received from the Association of Colleges (AoC) and from Stone King. Richard commented that the AoC have been appointed to carry out the majority of the reviews for colleges which would also be beneficial for benchmarking against other colleges. After discussion governors unanimously approved the appointment of the AoC to carry out the review, to be undertaken in March 2024 before the next ESFA Annual Strategic Conversation.

Action: Simone Lomas

Governors Code of Conduct

12 Joanne Weeks presented the updated Code of Conduct. The introduction had been amended to include up to date information in relation to national awards and the developments that the College has undertaken in terms of the curriculum and the physical aspects, along with the inclusion of current photographs.

13 Guy Thomas stated that the information is too lengthy and requires updating in terms of presentation.

14 Governors unanimously approved the Governors Code of Conduct but requested that this be revamped moving forward.

Action: Joanne Weeks

Approved by Chair, David Brown

Signed: David Brown Date: 8 June 2023

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