

## **Minutes of the Governors' Search & Governance Committee meeting held on 12 October 2022**

### **Present:**

David Brown  
David Meakin  
Guy Thomas  
Karen Buchanan  
Richard Thorley - Remote  
Jim Sutcliffe

### **In Attendance:**

Simone Lomas  
Simon Jordan

### **Contributed:**

Gillian Bardin

### **Apologies for absence**

There were no apologies for absence noted.

### **Declaration of Interest**

1 There were no declarations of interest noted.

### **Minutes of the Committee meeting held on 11 May 2022**

2 The minutes of the meeting held on 11 May 2022 were accepted as a true record, proposed by Guy Thomas and seconded by David Meakin.

### **Matters arising from the minutes**

- 3 Paragraph 2; The appointments of the new governors is an item being considered at the meeting.
- 4 Paragraph 14; Simone Lomas advised the committee of the plan to defer the commencement of the external review and learn from the experiences of other Colleges first.
- 5 David Brown wished it to be recorded in the minutes, his gratitude to the Senior Management Team for the effort they have demonstrated to source Governors who will bring the appropriate skills, knowledge and experience to the Board.

### **Attendance**

6 Simone Lomas presented a paper outlining those Governors who had fallen below 66% attendance and the reasons for their low attendance were considered. There was one Governor registering below 66%. This Governor has found it increasingly difficult to attend some of the meetings, due to work and family commitments as a result of a personal circumstance. It was noted that the Governor had been highly supportive outside of the Governor role, recently attending the Academic Board, meeting staff and contributing to the debate.

- 7 Attendance is discussed with each Governor in their appraisal, where it was acknowledged that their attendance required improvement.
- 8 Gillian Bardin, by email, noted that she had no issue with the particular Governors attendance as they offer so much extra to the College.
- 9 A discussion in relation to different ways of working to support Governors to attend the Governor meetings took place, suggestions and experiences were detailed, with technology being a key issue. Governors agreed to continue with the same meetings as a measure of Governor attendance.
- 10 Governors noted the position.

### **Planning for the future**

- 11 Simone Lomas presented the report advising that there are no external vacancies on the Board, following the recent appointments of Annette Weekes, Steve Wilkinson, Anita Wright, Dave Tomlinson and Curtis Wilson. There are four Governors, Gillian Bardin, Guy Thomas, Paul Henderson and Fiona Lugiano, whose term of office expires in either October or December 2022. Paul and Fiona have not indicated whether they would like to be considered for re-election at this stage. After discussion Governors requested that Simone Lomas contact Paul and Fiona to establish their intentions. Gillian and Guy have confirmed their wish to be re- considered as a Governor for a further term of office. Governors unanimously approved the re-appointment of Gillian Bardin and Guy Thomas to the Governing Board for a further 4 years of office and of Fiona Lugiano and Paul Henderson if they wished to be re-considered.

**Action: Simone Lomas**

- 12 Governors asked about the Health & Safety Governor Lead and what plans there were for the role, including considering the possibility of co-opting specialist governors onto the Board. Karen gave Governors assurance that the scope of the role was being covered by David Shorrocks on a consultancy basis, who offered a wholly impartial view on the Colleges practices and processes. The Senior Management team agreed to look at different ways of working, and if possible, bring the role into the remit of a current Governor.

**Action: SMT**

- 13 Simone Lomas updated Governors on the recruitment position in relation to the Student Governors, explaining that the position of the Student Governor includes learner engagement at the highest level in the College. The process had begun with an expression of interest communication being sent to first year students.
- 14 Governors discussed that a focus on the requirements of a Student Governor; for them to be able to contribute in the meetings and offer their views confidently is a key priority.
- 15 Governors noted the report.