

SEARCH AND GOVERNANCE COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 31ST MARCH 2009

PRESENT:

Committee Members Derek Lyon (Committee Chair), John Barker, Hazel Charlesworth, Dave Kelly and Mike Phipps

Clerk Ed Elvish

Apologies:

1 Conflict of Interest

Members confirmed that they had no conflict of interest with the business of the meeting as detailed in the Agenda.

2 Minutes

Documents received:

- Minutes of the meeting held on Tuesday 13th January 2009

The minutes of the meeting held on Tuesday 13th January 2009 were agreed and signed as a correct record.

4 Matters Arising

The Chair reported that a letter of resignation had been received from Jane Dean-Wilcock and that he had replied thanking her for her contribution. It was agreed that a replacement with an HR background would be desirable and the Clerk was deputed to approach Michelle Carlisle and invite her to a meeting with him and the Chair.

5 Inspection Issues

Documents received

- BSFC Inspection Report March 2009
- LSC Audit Feedback

The Chair reported that governance had been judged to be good in the recent inspection and LSC Audit Team visit but that there had been some minor issues. Following discussion the following were agreed as points for action.

1. Governor Self Assessment – The Principal suggested the use of the college strategic objectives as a basis for this since these were effectively PIs for governor effectiveness
2. Governor Training – This will be included in the College's CPD plan at the start of each year
3. More structured Governor Induction
4. College Staffing Costs – need for reduction as % of income
5. Corporation Minutes – approvals of specific sub-committee recommendations need to be recorded in addition to the present practice of recording acceptance of minutes, reports and papers.

6 Arrangements for Governors' Discussion of Succession Planning

It was agreed that this was best carried out initially by the Search and Governance Committee in order to establish some specific options which could be considered by the full Corporation. A meeting of the committee was scheduled for Wednesday 22nd April at 12.30 pm and the Principal invited to submit a brief paper to initiate discussion. A meeting of SMT with Heads of Faculty to which governors have been invited will also inform the April 22nd meeting.

7 Governor Training

It was agreed that the issues relating to this had already been covered under item 5.