



SEARCH AND GOVERNANCE COMMITTEE
Minutes of the Search and Governance Committee meeting
held on 14 November 2022 at 2pm on MS Teams

Present	Patrick Newberry	PN	Chair
	Jonathan Mashen	JM	
	Wilf Hudson	WH	
	Geoff Warring	GW	
	Pat Wilde	PW	
In Attendance	Wendy Randle	WR	Director of Governance

Item		Action
1	<p>APOLOGIES AND DECLARATION OF INTEREST</p> <p>Apologies were received and accepted from John Evans and Jane Warren.</p> <p>There were no further interests to declare than those previously disclosed on the members' register of interests.</p>	
2	<p>BOARD SELF ASSESSMENT</p> <p>The Committee received the paper circulated in advance of the meeting and considered the below agenda items.</p> <p>2.1 Board self-assessment</p> <p>The Committee considered the outcomes from the report. Following discussion, the points below were noted:</p> <ul style="list-style-type: none"> ▪ The outcomes from the Board self assessment of 2021/22 were an accurate reflection of the Board. ▪ The Committee agreed the recommendations, as presented in the report and outlined below, for inclusion in the Governance Action Plan (GAP). <ol style="list-style-type: none"> 1. Reduction in volume of papers. 2. Focussed activity on core provision, quality and path to Ofsted Outstanding. 3. Governor and co-optee recruitment to meet skills gaps and improve diversity. 4. Improvements to information flow. ▪ The impact of the Student Governor role was noted, with emphasis on the need to provide ongoing support for new Student Governors who join the Board. ▪ The concerns regarding the small memberships of the Finance and Resources and Audit and Risks Committees were noted. ▪ Recruitment for Governors remains ongoing; two applicants have been invited to interview and a further application has been received which will be circulated to Committee for review and decision on whether to invite to interview. <p>2.2 Governor attendance</p> <p>The Committee received the attendance data for 2021/22. The data would be included in the Group Annual report and financial statements. Following analysis of the data, specifically where Governors had not achieved the Board KPI of 75% attendance, the Committee agreed there were no concerns.</p>	

2.3	<p>Conflicts of Interest Noted as per the report.</p>	
3 3.1	<p>GOVERNANCE ACTION PLAN 2022/23 GAP</p> <p>The Committee reviewed the proposals for the GAP 2022/23. The following points were agreed:</p> <ul style="list-style-type: none"> ▪ Request a statement on the Group’s position regarding meeting local needs, to include employer views and the College’s involvement in the development of the LSIPs for Cornwall and Devon; to be received in 6-8 months. ▪ Incorporate the above area of development in item two on the GAP. ▪ The Chair and D of G will gather feedback from two Governors after each meeting to contribute to continuous improvement. ▪ Feedback received from ELT on the impact of the Board will be further explored by the Chair and D of G. <p>The GAP, to include the cross cutting themes and additions from item 2.1 will be recommended for adoption at the next Board meeting.</p>	<p>PN/ WR</p> <p>WR PN/ WR PN/ WR</p> <p>PN</p>
3.2	<p>Board KPIs</p> <p>The Board reviewed the proposed Board KPIs and agreed to recommend to Board their approval.</p> <p>The Committee reflected on the impact of the Committee meeting review meetings. It was agreed that this part of the self assessment process could be streamlined and undertaken in the summer term so that any identified changes can be implemented at the start of the new academic year. The Committee will review the governance self assessment process in the summer term meeting.</p>	<p>PN</p> <p>WR</p>
4 4.1	<p>ROLES AND RESPONSIBILITIES Staff Governor Committee membership</p> <p>Following discussion, the Committee agreed to revisit this agenda item at the spring term meeting. The Curriculum and Quality Committee Chair agreed to provide mentorship for the new Staff Governor.</p>	<p>WR WR</p>
4.2	<p>Health and Safety Lead Governor</p> <p>The Committee agreed to recommend to Board the appointment of Jonathan Mashen as the interim Health and Safety Lead Governor, noting that ongoing recruitment for a successor is underway. JM has signalled his willingness to take on the role pro tem.</p>	<p>PN</p>
5	<p>DATES OF NEXT MEETINGS 18/01/2023, 9:30am 26/04/2023, 9:30am</p>	