



SEARCH AND GOVERNANCE COMMITTEE

**Minutes of the Search and Governance Committee meeting
held on 18 January 2023 at 9:30am on MS Teams**

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

Item		Action
1	<p>APOLOGIES AND DECLARATION OF INTEREST Apologies were received and accepted from John Evans who was on an Ofsted Inspection.</p> <p>There were no further interests to declare than those previously disclosed on the members' register of interests.</p>	
2	<p>MINUTES</p> <p>2.1</p> <ul style="list-style-type: none"> ▪ 03/10/22 ▪ 14/11/2022 <p>The minutes from the meetings held on 3 October and 14 November 2022 were agreed to be true and accurate records of the meetings and were approved by the Committee.</p> <p>2.2</p> <p>MATTERS ARISING REPORT The Committee received the matters arising report circulated prior to the meeting.</p>	
3	<p>BOARD MEMBERSHIP A paper on Board membership had been circulated prior to the meeting. The Committee considered the following agenda items:</p> <p>3.1</p> <p>Governor appointments The Committee reviewed two applications and agreed to recommend the appointments to Board. Further details contained in the confidential minutes.</p> <p>Reflecting on the skills gaps and diversity of thinking on the Board, the Committee considered remote governance and agreed this would work best for co-opted Committee member roles. The the times of day that meetings are held and the potential impact on recruiting new Governors was considered, yet it was understood this information was not shared as part of the application process. The Committee remain concerned about the lack of land based representation and wish to increase diversity of thinking on the Board and agreed apply to the DfE's FE Governor recruitment offer.</p>	WR

<p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p>Governor application This agenda item was no longer needed as the application expected had not been received.</p> <p>Committee membership The Committee agreed to recommend the following to Board:</p> <ul style="list-style-type: none"> ▪ Tara Geraghty – to join the C&Q Committee due to being a Student Governor undertaking a FE course in Land Based and in order to contribute to learner voice. ▪ Sarah Watts – the Committee previously agreed to review SW’s potential membership of the F&R Committee at the April S&G Committee. It was agreed that SW be consulted regarding committee membership. <p>Board demographic data The Committee received the supporting paper noting the comparison of available Board protected characteristics data to the available census data. The Committee noted that they were broadly in line with representing the county when considering the protected characteristics and explored the lack of representation from individuals with disabilities. The Committee acknowledged further work could be completed on lived experiences of Board members to unpick diversity of thinking on the Board.</p> <p>Campus reps Following discussion, the Committee agreed not to progress campus reps noting this would require further time from Governors and that Beyond the Boardroom is used to support campus coverage.</p>	<p>PN</p> <p>WR</p>
<p>4</p>	<p>TASK AND FINISH GROUPS IN PLACE An update on task and finish groups was provided:</p> <ul style="list-style-type: none"> ▪ Student support services – set up via the HE Committee in the autumn term following media reporting of student suicides and mental health support within HE institutions, the Committee requested assurance of College process in these student support areas. The group is formed with two Governors and College representation and reports into the HE Committee and will reconvene in the summer term. ▪ Meeting local skills needs – formed in order to ensure appropriate governance of the new duty on Boards to undertake a review on how the College’s curriculum meets the local skills needs. The first meeting was rescheduled to follow the Board Strategy Day which focussed on this subject. ▪ Follow up on Equine H&S at Stoke – detail contained in the confidential minutes. ▪ GDPR update – an ongoing action rather than a Task and Finish group, it was noted that an update will be provided at the March Audit and Risk meeting. ▪ Sustainability - it was noted that further progress against the sustainability actions on the Governance Action Plan is required and that a Task and Finish group might be a tool used to progress this area. 	
<p>5</p>	<p>EDI The Committee received the supporting paper and following an update from the Lead Governor (EDI) it was agreed that the Lead Governor, Director of Governance, working in liaison with the Deputy Group Principal Curriculum and Quality, where appropriate, will develop a map of how and where oversight of EDI occurs within the Board’s governance framework, identifying where assurance can be gained and where there may be gaps. A draft will be presented to the next meeting of Search and Governance Committee, together with a list of suggested actions (including initial KPIs). Following review at S&G and C&Q this will be presented to the Board.</p>	<p>PW</p>

	The action to develop a Board equity statement contained within the Governance Action Plan was noted and will be progressed now that the new Equity Strategy has been approved; the EDI section of the Code of Good Governance is being used to guide developments.	
6	IMPROVING WAYS OF WORKING/ COMMITTEE TRAINING Due to time constraints, the Committee agreed to schedule the above agenda items for the April meeting.	WR
7	GOVERNANCE ACTION PLAN The Committee reviewed the updated Governance Action Plan noting this will be shared with Board at the next meeting.	
8	CCMS MoU/ GOVERNANCE The Committee considered the CCMS MoU and the governance of the subsidiary. Following a discussion, the Committee agreed that the focus should be on appointing a Managing Director and a new Board member and that following these appointments the Corporation will review the governance of the subsidiary and the suitability of the MoU.	WR
9	INFORMATION TO BE SHARED WITH BOARD/ COMMITTEES No further information to share which will not be raised formally as recommendations to Board.	
10	DATES OF NEXT MEETINGS 2023/24 dates to be circulated once drafted.	