


**BICTON**  
COLLEGE

**CORNWALL**  
COLLEGE

**DUCHY**  
COLLEGE

**FALMOUTH**  
**MARINE**  
SCHOOL

**SEARCH AND GOVERNANCE COMMITTEE**
**Minutes of the Search and Governance Committee meeting  
held on 2 October 2024 at 10am on MS Teams**

<b>Present</b>	Patrick Newberry	PN	Chair
	Rob Bosworth	RB	Principal and Chief Executive
	Wilf Hudson	WH	
	Jonathan Mashen	JM	
	Geoff Warring	GW	
	Pat Wilde	PW	
<b>In Attendance</b>	Tian Bersey	TB	Clerk to Governors
	Josephine John	JJ	Chair Elect of Curriculum & Quality Committee

Item		Action
1	<b>WELCOME</b>	
2	<b>APOLOGIES AND DECLARATION OF INTEREST</b> There were no apologies and no further interests to declare than those previously disclosed on the members' register of interests.	
3	<b>MINUTES AND MATTERS ARISING</b>	
3.1	<b>MINUTES</b> The minutes from the meeting held on 24 April 2024 were agreed to be true and accurate record of the meeting and were approved by the Committee.	
3.2	<b>MATTERS ARISING REPORT</b> The Committee noted the matters arising report.	
4	<b>Succession Planning and Recruitment</b> The Committee received the paper on succession planning and recruitment within the context of the end of intervention and development of a new 5 year strategy and 10 year vision.  The Committee considered succession planning for the Chair of Finance and Resources (F&R) Committee. The Committee discussed the skills and experience needed to chair the F&R Committee including accountancy and/or finance management and the ability to explain the finances to 'non-number' colleagues. It was agreed to recruit a new governor to take on the role of Chair of F&R. Committee members were encouraged to explore possibilities from their networks.  The Chair Elect of the Curriculum and Quality Committee reported that the committee had discussed the value of bringing the perspectives of schools, the Local Authority and organisations that support mental health and social inclusion to the Board. The Principal highlighted a schools' representative as a priority. Committee members discussed how to best manage the participation of a governor representing the schools' perspective and avoid other schools feeling excluded. A widely communicated 2 year rolling model was proposed and agreed.	

	<p>The Committee discussed the membership needs of the other Board committees and the recruitment plan was amended accordingly.</p> <p>The Committee discussed the value of a Major Capital Projects Committee going forward considering that the Camborne redevelopment was coming to an end and the St Austell new build was under the management of the DfE. It was agreed that the capacity could be used elsewhere and to cease the Committee.</p>	
5	<p><b>GOVERNOR WORKLOAD, ATTENDANCE AND ENGAGEMENT</b></p> <p>The Committee reviewed attendance for 2023/24 and the broad list of activities in which governors and committee members had engaged in beyond the boardroom.</p> <p><b>Proposed changes to meeting schedule</b></p> <p>The committee reviewed the responses to the consultation on proposed changes to the meeting schedule. The Committee agreed to trial the following starting in January until the end of the academic year and then review:</p> <ul style="list-style-type: none"> <li>▪ Committee meetings will be held online in the evening.</li> <li>▪ Exceptions will be made for critical points in committees such as the presentation from the external auditors and the budget.</li> <li>▪ Any agenda items from ELT and other staff members will be put early in the agenda.</li> <li>▪ Board meetings will be held in person on a Friday morning at 10am and move around campuses.</li> <li>▪ Board training will be held separately.</li> </ul> <p>The Principal would like to organise a Board Away Day, including an overnight stay, with ELT members and highlighted the importance of the relationships between Group Deputies and Committee Chairs.</p>	
6	<p><b>Governor Training and Development</b> <b>Beyond the Boardroom 2024-25</b></p> <p>The Committee reviewed the paper on Governor Training and Development. The Committee noted that Pre Board sessions would change with the new structure.</p> <p>The Committee discussed how to achieve an appropriate, balanced and proportionate Beyond the Boardroom (BTB) programme for 2024/25 and agreed to formalise the planning of touch points through a calendar of dates; to schedule group visits to campuses and to support College events with external stakeholders. A governor highlighted the challenge of reporting on BTB activities.</p>	TB/RB
7	<p><b>CONSENT AGENDA</b></p> <p>The Committee approved the following:</p> <p>7.1 Updated skills matrix</p> <p>7.2 Appointment of Tom Mainwaring Evans as Lead Governor for Skills &amp; Careers and updated role description</p> <p>7.3 Updated Role Description for Lead Governor for Safeguarding</p> <p>7.4 Governance Action Plan</p>	
8	<p><b>TASK &amp; FINISH GROUPS/STRATEGY GROUPS</b></p> <p>No updates.</p>	
9	<p><b>INFORMATION TO BE SHARED WITH BOARD/COMMITTEES</b></p> <ul style="list-style-type: none"> <li>▪ Succession planning for the Chair of F&amp;R</li> <li>▪ Appointment of a schools' representative for a rolling term of two years</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Changes to the meeting schedule</li> <li>▪ Governor Training and Development Plan</li> <li>▪ Updated role descriptions for the lead governors for safeguarding and skills and careers</li> </ul>	
10	<b>DATES OF NEXT MEETINGS</b> TBC	