

**Minutes of the meeting of the Governance and Search Committee held on Tuesday 6
October 2020 at 4pm.**

Present: Simon Perryman (Chair)
Nick Bowen (Governor)
Helen Jaggat (Governor)

In attendance: Yiannis Kouris (Principal)
Heather Jackson (Director of Governance)

Minute	
PROCEDURAL MATTERS	
G&S20/027	Agenda Item No. 1: Quorum The meeting was quorate.
G&S20/028	Agenda Item No. 2: Apologies for Absence There were no apologies.
G&S20/029	Agenda Item No.3: Declarations of interest: There were no declarations of interest.
G&S20/030	Agenda Item No.4: Minutes of the Governance and Search Committee held on 5 May 2020. The minutes were approved as a correct record. It was RESOLVED to approve the Minutes of the meeting held on 5 May 2020. The minutes were signed virtually by the Chair.
G&S20/031	Agenda Item No. 5: Actions arising from previous meetings The Committee noted the rolling action list. All items were covered elsewhere in the agenda.

Minute	
	It was RESOLVED to note the Rolling Action List.
G&S20/032	<p>Agenda Item No. 6: Board Constitution and appointments.</p> <p>The committee discussed the recruitment of new governors noting the current constitution and skills gaps. A number of potential governors had been identified and it was agreed that the Principal and Clerk would progress the search and arrange for the governors to meet potential candidates in the coming weeks either as Board or Co-opted members for Audit and ITS. It was noted that there was currently an equal split of male and female governors.</p> <p>The committee discussed the constitution of the remuneration committee and it was agreed that the membership would be reduced to 3. It was agreed that Nick Bowen would Chair the committee until the end of his term of office.</p> <p>The committee discussed the appointment of a new Vice-Chair from the existing governors once Nick Bowen’s term of office came to an end and it was agreed that the Chair would follow this up.</p> <p>The committee discussed the Link Governors and it was agreed to approach Marie Lang regarding the Special Educational Needs & Disability role.</p> <p>It was RESOLVED to progress the recruitment of new governors.</p> <p>It was RESOLVED to extend Conor Moss’ term of office for 1 year as requested.</p> <p>It was RESOLVED to reduce the membership of the remuneration committee to 3.</p> <p>It was RESOLVED that Nick Bowen would become the Chair of the Remuneration Committee.</p> <p>It was RESOLVED to approach Marie Lang regarding the Special Educational Needs & Disability Link Governor role.</p>
G&S20/033	<p>Agenda Item No. 7: Review of business deemed confidential</p> <p>Governors noted the report and agreed the recommendation that there were no additional minutes that could be released into the public domain as they continued to remain confidential.</p> <p>It was RESOLVED to note the review of business deemed confidential.</p>

Minute	
G&S20/034	<p>Agenda Item No. 8: Review of Governors Surveys</p> <p>The committee discussed the results of the surveys carried out during the summer. Overall the feedback had been positive, noting the healthy debate and professional nature of the meetings and improved working relationships. Governors noted the quality, pragmatism and proportionality of the College’s response to Covid-19.</p> <p>The Skills audit identified a number of areas for development which would be picked up through the strategic seminar and Board meetings in the coming months.</p> <p>The committee noted that the audit committee had already discussed their results and agreed actions.</p> <p>The committee agreed that a summary of the results would be provide to the Board at the meeting in October.</p> <p>It was RESOLVED to note the report and share a summary of the results with the Board.</p>
G&S20/035	<p>Agenda Item No. 9: Strategic Seminar</p> <p>The Principal proposed Sue Clarke, Head of Strategy at the DfE as a speaker at the Strategic Seminar and the committee discussed a range of other topics that were likely to feed into the White Paper. A paper would be presented to the Board in October.</p> <p>It was RESOLVED to approve the proposals for the strategic seminar.</p>
G&S20/036	<p>Agenda Item No. 10: Governance Update</p> <p>The committee noted the update.</p> <p>It was RESOLVED to note the Governance Update.</p>
G&S20/037	<p>Agenda Item No. 11: Board and Committee analysis of attendance.</p> <p>The committee noted the attendance had improved slightly from last year, with overall figures impacted by one of the student governors.</p> <p>9 Governors had achieved 100% attendance.</p>

Minute	
	<p>The contribution made by Governors over and above formal meetings was also recognised. 82 additional meetings, events and activities were undertaken by the Governors both in person and virtually in 2019/20.</p> <p>The committee agreed that the target would remain at 80% for 2020/21.</p> <p>It was RESOLVED to note the Board and Committee analysis of attendance.</p>
G&S20/038	<p>Agenda Item No. 12 – Report on Governor Expenses</p> <p>The committee noted the expenses incurred by Governors during the year 2019/20.</p> <p>It was RESOLVED to note the Report on Governors Expenses.</p>
G&S20/039	<p>Agenda Item No. 13: Any Other Business</p> <p>The Principal updated the committee on an all staff briefing regarding Covid-19 following an issue with one member of staff at the sixth form college.</p>
G&S20/026	<p>Agenda Item No. 14 - Date and time of next meeting</p> <p>Tuesday 9 February 2021 – 4pm Tuesday 27 April 2021 – 4pm</p>

The meeting closed at 5.30pm

Signed (Chair): **Dated:**