

Minutes of the meeting of the Governance and Search Committee held on Wednesday
28 September 2022 at 5pm.

Present: Simon Perryman (Chair)
Helen Jaggar (Governor)
Kay Dickinson (Governor)

In attendance: Yiannis Kouris (Principal)
Heather Jackson (Director of Governance)
Sandra Prail (External Review)

Minute	
PROCEDURAL MATTERS	
G&S22/016	Agenda Item No. 1: Quorum The meeting was quorate.
G&S22/017	Agenda Item No. 2: Apologies for Absence There were no apologies for absence.
G&S22/018	Agenda Item No.3: Declarations of interest: There were no declarations of interest.
G&S22/019	Agenda Item No.4: Minutes of the Governance and Search Committee held on 24 May 2022. The minutes were approved as a correct record. It was RESOLVED to approve the Minutes of the meeting held on 24 May 2022.
G&S22/020	Agenda Item No. 5: Actions arising from previous meetings The Committee noted the rolling action list. All items would be covered as agenda items

Minute	
	It was RESOLVED to note the Rolling Action List.
G&S22/021	<p>Agenda Item No. 6: Board Constitution and appointments.</p> <p>The Clerk presented the Board Constitution and appointments papers.</p> <p>Governors discussed the constitution, terms of office, roles and succession planning. It was agreed that an additional column would be added to the determination table to show terms of office.</p> <p>It was noted that the October Board meeting would be David Shepherd's last meeting.</p> <p>Governors discussed the recent interview process and appointments. The terms of office were agreed so that all four new governors would not end their terms of office at the same time. It was also agreed that the Clerk would approach the new governors to take on link governor roles. Governors would also be approached to join the Audit Committee.</p> <p>Governors discussed succession planning particularly for the Chair and it was agreed that a paper would be presented to the meeting in May.</p> <p>The Principal presented a proposed timetable for the recruitment of a new Director of Governance. Governors discussed the timetable and interview panel and it was agreed that the interviews would take place on 17 November 2022.</p> <p>It was RESOLVED to note the appointment of the new governors</p> <p>It was RESOLVED to approach new governors to take on additional responsibilities and confirm their terms of office.</p> <p>It was RESOLVED to approach new governors to join Audit Committee.</p> <p>It was RESOLVED to agree the new link governors</p> <p>It was RESOLVED to approve the proposals for the recruitment of a new Director of Governance.</p>
G&S22/022	<p>Agenda Item No. 7 – External Review</p> <p>Sandra Prail, who was undertaking the external review, updated the committee on her meetings to date. There were some emerging thoughts and dialogue had been constructive and engaging. Feedback so far was positive.</p>

Minute	
	It was noted that she would be observing the Audit Committee (via Teams on 11 October)
G&S22/023	<p>Agenda Item No. 8: 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>
G&S22/024	<p>Agenda Item No. 9: Governance Update</p> <p>It was RESOLVED to note the Governance Update</p>
G&S22/025	<p>Agenda Item No. 10: Analysis of Attendance</p> <p>The Clerk presented the annual report on attendance and it was noted that overall board attendance was down from 93% in 2020/21 to 76% in 2021/22.</p> <p>The contribution made by Governors over and above formal meetings was noted with an additional 55 meetings, events and activities undertaken in 2021/22 both virtually and in person.</p> <p>The target for 2022/23 was set at 90%.</p> <p>It was RESOLVED to note the report.</p>
G&S22/026	<p>Agenda Item No. 11: Governor Expenses</p> <p>It was RESOLVED to note the report and approve their reporting to the Board as per the financial regulations</p>
G&S22/027	<p>Agenda Item No. 12: Any other Business</p> <p>There was no other business.</p>
G&S21/028	Agenda Item No. 13: Date and time of next meeting

Minute	
	Tuesday 2 May 2023 – 4pm

The meeting closed at 6.07pm

Signed (**Chair**): **Dated:**