

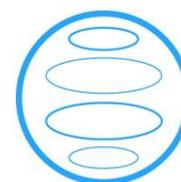
SEARCH & GOVERNANCE DEVELOPMENT COMMITTEE MEETING

DRAFT MINUTES

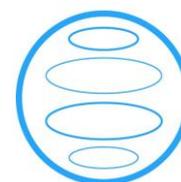
Date	20 June 2012	Time	10.00
Venue	Station Plaza Boardroom		
Chair	Ken Melsom MBE JP	Minutes taken by	Louise O'Byrne
Membership	Mr C Cooke; Mr P Farmer; Mr K Melsom (Chair); Mr V Kempner; Mr L Brissett Lead Officer: Mr S Hagues		
Apologies	Mr C Cooke; Mr S Hagues		
In attendance	Mr D McCollin-Moore (deputising for Mr S Hagues)		

order.

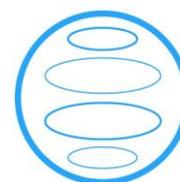
Item no.	Item	Actions
1.	<p>Apologies Mr Cooke and Mr Hagues had sent apologies. These were accepted. Mr Hagues had delegated attendance to Mr McCollin Moore.</p>	
2.	<p>Declarations of interest No interests were declared.</p>	
3.	<p>Minutes of the last meeting RESOLVED: The minutes of the previous meeting on 22 February 2012, including the confidential minutes, were agreed as an accurate record. Proposed: Mr Farmer; Seconded: Mr Melsom; CARRIED.</p> <p>An extraordinary meeting of the Search and Governance Development Committee had been held on 2 May 2012 to discuss: Mr Hubbard's appointment as a full Corporation Member; Mrs Funge's appointment as an observer; and the extension of Mr Cosson's Corporation membership to 21 June 2012.</p> <p>RESOLVED: The minutes of the extraordinary meeting held on 2 May 2012 were agreed as an accurate record. Proposed: Mr Kempner; Seconded: Mr Farmer; CARRIED.</p>	
4.	<p>Matters arising on the minutes All items had been completed or were in progress. Matters relating to prospective members were discussed as a confidential item.</p> <p>Student Services had advised that the longstanding informal Corporation</p>	



	<p>practice of paying student governors £20 to attend each meeting was unhelpful and should be discontinued. The Committee accepted this advice.</p>	
<p>5.</p>	<p>Search and Succession Planning</p> <p>The Committee reviewed the Corporation membership list.</p> <p>Various matters relating to prospective members and governor reappointment were discussed as confidential items.</p> <p>Mr Melsom and Mr Kempner updated the Committee on some other potential candidates they had approached in recent months; however none of these had felt able to commit to Corporation membership at this time. Mr McCollin-Moore suggested a professional acquaintance of his, and agreed to invite this individual to apply for membership.</p> <p>The Committee considered other proposed amendments to the Committee list. Mr Hubbard had expressed an interest in joining the CQS Committee, and Mr Campbell as the Committee Chair was supportive of this. Mr Campbell was willing to replace Mr Cosson on the Remuneration Committee.</p> <p>Mr Evans had resigned from the Audit Committee as co-opted member, due to the conflict of interest created by his directorship of Hastings Plaza Trading Ltd, and agreed to join the F&HR Committee as a co-opted member, should the Corporation approve this.</p> <p>The committee next discussed the role of the student governors on committees. The Clerk had consulted Student Services ahead of the meeting, and now recommended that the Student President, who would be employed on a sabbatical basis, should attend Full Corporation, and the CQS, F&HR and Search Committees. The second student governor would attend Full Corporation and the Audit Committee.</p> <p>The Clerk and Student Services had also discussed the idea of the three Student Vice Presidents attending some meetings as observers. While keen to develop student engagement in Corporation business, the Committee was not comfortable with this suggestion, due to the risks to confidentiality, and the substantial governance support for all five students that would be needed to make this work.</p> <p>RESOLVED: The Committee would recommend to Full Corporation proposed amendments to the committee list as outlined above. Proposed: Mr Brissett; Seconded: Mr Farmer.</p>	<p>Mr McCollin Moore</p>
<p>6.</p>	<p>Link Governor Scheme</p> <p>Mr Kempner presented this item. Refer to accompanying paper for details. He explained that a replacement was needed for Mr Cosson, and that the scheme needed to increase Corporation visibility at both sites, especially Ore Valley. The Committee agreed that it could be helpful to hold alternative meetings of all</p>	



	<p>committees at Ore Valley, and arrange informal meetings and/or experiential sessions with governors for small groups of staff and students ahead of each meeting. This would need to be approached cautiously, as it would add workload pressures to the SLT, curriculum staff and Clerk. However, Mr McCollin Moore advised that such arrangements would most likely be enjoyable for staff, and valuable in terms of demystifying the Corporation, and building governor understanding of the College. It was agreed to discuss this suggestion with Mr Cooke and Ms Carrol, to see what might be realistic and helpful during the recovery period and beyond. Mr Cooke and Ms Carrol would be asked to consider Mr Kempner's paper, and present their proposals for the Link Governor Scheme to the Full Corporation on 19 September 2012.</p>	<p>Mr Cooke / Ms Carrol</p>
<p>7.</p>	<p>Corporation handbook / induction pack 2012/13 The Clerk presented this item. Refer to accompanying paper for details. The Committee reviewed and was content with the proposed list of contents. Governors asked if Member photos and the new LSIS Governor Training Materials could also be included.</p>	<p>Clerk</p>
<p>8.</p>	<p>Search and Governance Development Committee cycle of business 2012/13 The Clerk presented this item. Refer to accompanying paper for details. The Committee reviewed the proposed cycle of business carefully, and did not find that any items had been omitted. It was noted that the programme was flexible and would be subject to amendment during the year, according to Corporation needs.</p> <p>RESOLVED: The Committee would recommend the proposed cycle of business to the Full Corporation. Proposed: Mr Melsom; Seconded: Mr Brissett; CARRIED.</p>	
<p>9.</p>	<p>Changes to the governance legislative / policy landscape – update The Clerk presented this item. Refer to accompanying paper for details, which covered the BIS modification order; new freedoms and flexibilities; new models of governance; <i>Colleges in their Communities</i> (the Baroness Sharp report); the English Foundation Code of Governance (which the Full Corporation had adopted in March 2012).</p> <p>As discussed in the previous meeting, the Corporation was compliant with most aspects of the Foundation Code, and the actions still needed were included in the Governance Development Action Plan (Item 12). AoC guidance on governor assessment was expected over the summer.</p> <p>The Committee discussed the increased focus on community accountability and employer engagement. Governors took this aspect of their role very seriously, and the creation of a new post: Vice Principal Enterprise, Employment and Skills had been designed to address this need. The Committee agreed that employer engagement and feedback needed to be embedded in the College's strategic objectives.</p>	



	<p>strong focus to this area.</p> <p>RESOLVED: The Committee would recommend the updated Code of Conduct to the Full Corporation. Proposed: Mr Farmer; Seconded: Mr Brissett; CARRIED.</p>	
14.	<p>AOB No matters were raised.</p> <p><i>The meeting closed at 12.05</i></p>	
	<p>Date of next meeting: Wednesday 3 October 2012 at 9.30am</p>	