





# MINUTES OF A MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON WEDNESDAY 2 MARCH 2022

#### **Present**

Antony Ball Governor
Angela Briggs Governor
Mick Lochran Governor
Alan Rayment Staff Governor
Paul Scanlon Governor
Mark Swales Governor
Lee Walker Governor

The guorum for the meeting was four Members, at last 2 external.

#### In attendance

Jo Garrison Director of Governance / Clerk

The meeting was held via MS Teams and commenced at 6.02pm.

Item Minute Action

### 1 Apologies

Apologies for absence received Andrea Ward.

#### 2 Declarations of Interest

Members should declare any personal or financial obligation, allegiance or loyalty which would in any way affect decisions in relation to the subjects under discussion.

# Minutes of a meeting of the Search and Governance Committee held on 10 November 2021 and any matters arising

The minutes were agreed as a true and correct record and signed by the Chair.

#### 4 Board and Governor Membership Update

Members were updated on the current membership position of the Corporation Board. I Ugiagbe-Green has withdrawn her position. There have been concerns with regards to FE Student governor attendance and the DoG has tried to secure meetings to support and discuss this with both students. S Smith has offered to contact both students to further explore any concerns and issues. A Rayment teaches one of the FE students and will discuss the Board directly with them.

Members were informed that P Pascoe was recruited as a co-opted member of the A&R committee after his term expired in 2020/21. The position was for one year and members discussed the wealth of expertise and knowledge P Pascoe has brought to the committee. L Walker (Chair of A&R) advised members he finds the knowledge and expertise of P Pascoe beneficial and would support continuation of a further year.

Members also discussed the one-year extension of a Board position that was approved for G Clarke in 2021/22 to retain his expertise of change management. Members also discussed the possibility of retaining G Clarke for a further year. Members discussed

generally the need to retain expertise of skills and knowledge but also FE governance with such a newly formed board and new members.

Members also discussed the offer of a second term to A Ball, who will complete his first four-year term at the end of the academic year. Members were asked to consider recommendations to the Board for a second term. A Ball had earlier expressed an interest to the DoG to continue into a second term

P Kumar is currently a co-opted member and has expressed an interest to become a full board member. A Ball raised how impressive P Kumar had been at interview stage and welcomed the extension to her position. This was supported by all members. The DoG also informed members that P Kumar will explore with the Chair and DoG in her year-end review the possibility of taking on the EDI link role in 2022/23 academic year. Members were also informed how P Kumar was looking at the EDI role beyond people but the culture of IT within EDI.

A general discussion took place to explore how members start to re-engage with faceto-face meetings on site at both campuses. The DoG informed members that the Chair and CEO had suggested in the Chair's meeting on 28 February to return to site for Term 3 meetings and they be held at one site rather than hybrid across two sites. P Scanlon, L Walker and A Rayment all expressed the same opinion, whilst recognising the need for board members to re-engage flexibility was still required for attendance. The suggestion of board meetings being held face to face and committees to continue via Teams. A Briggs voiced she would not want to lose members or attendance by DoG returning to face to face meetings should this pose concern of attendance. Members agreed to discuss the matter in more detail at the next committee meeting.

Members were asked to consider the discussions above and make recommendations to the board.

#### Resolution:

- Members agreed to recommend P Pascoe continue as a co-opted member of A&R in 2022/23
- Members agreed to recommend G Clarke continue as a board member for a further year in 2022/23
- Members agreed the recommendation to appoint A Ball for a second 4-year term of office
- Members agreed to recommend P Kumar be appointed as a full board member
- Members agreed to continue with the hybrid model of meetings in Term 3 currently and discuss at the next meeting in detail the re-integration of on-site face to face meetings for 2022/23.

#### 5 **Governor Attendance and Development**

Members were updated on attendance figures and discussion held around the decline in attendance at board from 80% to 70%. The DoG informed members of some levelling of percentages for committee meetings where figures presented showed a 50% attendance for one member. But members were informed one of two meetings had not been attended.

Members revisited the previous agenda topic and agreed that there is the need to have a longer discussion at the next meeting about attendance to ensure the right model for the Board and its committees to ensure retention of good governors and an understanding in the variance of needs. Members agreed to explore further and then raise with the Board once recommendations are agreed.

# 6 Link Governor Update

No link governor updates were presented.

## 7 Governance QIP and Emerging Risks

The DoG informed members the QIP was presented and no recommendations for revision at this time.

## 8 Any Other Business

Members were reminded a governance audit will be undertaken on 04 April. No action is required by members or SLT as the activity will be carried out remotely and any documentation and evidence required will be submitted by the DoG. The Chair and Vice Chair will be invited to attend the feedback and recommendations session w/c 18 April.

# 9 Date and Time of Next Meeting

The next meeting of the Search & Governance Committee is scheduled for Wednesday 25 May 2022, 5.30 pm, venue to be confirmed.

The meeting closed at 6.40pm

| Jo Garrison |       |    |              |         |  |  |  |  |
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| Dir         | ector | of | Governance I | / Clerk |  |  |  |  |

| Signed: | (Chair) | Date: |
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|         |         |       |

| TABLE OF ACTIONS |      |   |                |  |  |  |  |
|------------------|------|---|----------------|--|--|--|--|
| Date             | Item | Action                                    | Responsibility |  |  |  |  |
| 02/03/22         | 4    | Agenda Item – Calendar of meetings venues | DoG            |  |  |  |  |
|                  |      |   |                |  |  |  |  |