

## Minutes of the Search and Governance Committee Meeting

**held on 22 June 2021**

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*Present*      Helene Jones (*Chair*), Joanne Chilton and Andrew Dobson (*Principal*)

*In attendance*    Jennifer Sunter (*Clerk to the Corporation*)

<b>1</b>	<b>Apologies</b>	
	Apologies were received on behalf of Lance Hanson.	
<b>2</b>	<b>Declarations of Interest</b>	
	There were none.	
<b>3</b>	<b>Minutes of the Search and Governance Committee Meeting held 10 March 2021 and Matters Arising</b>	
	<p>Regarding Matters Arising, the Clerk updated members on the status of actions listed.</p> <p>Actions under the Minutes of the Meeting held 16 September: With reference to training and action 6.2b, it was agreed that a presentation on the Education Inspection Framework remained relevant for all members.</p> <p>Actions under the Minutes of the Meeting 10 March 2021:</p> <p>Action 3a about Learning Walks, the Clerk reported that this had been raised and it was felt that it was more sensible to approach these in the new term for 2021/2022.</p> <p>Action 4a Reappointment of new members and Action 4b regarding equality targets, both items were being addressed under the current meeting agenda.</p>	
	The Minutes of the Search and Governance Committee meeting held 10 March 2021 were approved as a correct record.	
<b>4</b>	<b>Governance Review Update</b>	
	<p>Members received an update on the review of governance and the next steps in achieving outcomes with regards to the review of the Cycle of Business, Scheme of Delegation and Committee Terms of Reference. It was anticipated that the Corporation would be provided with revised framework documents in September, with some revisions being addressed by the Corporation at the July meeting.</p> <p>It was noted that in addition to the increase of the Corporation determination to fourteen members, it was probable that a recommendation for increasing the determination to sixteen would be proposed, in order to better support the current committee structure and succession planning needs.</p>	
Action 4a	It was further suggested that it would be practical to ask for an internal audit health check of the revised governance framework documents.	

<b>5</b>		<b>Review of Current Membership and Recruitment and Recommendations on Governor Appointments</b>
		<p>The Clerk reported on the outcome of the Student Governor election and members discussed progress regarding potential applications. Members further discussed the need to conduct a recruitment exercise in July, leading to consideration of applications in September 2021.</p> <p>Members noted the end of terms for governors, their desirable skills and experience and agreement to be reappointed.</p> <p>Members further discussed governance composition and equality and diversity. It was felt that monitoring of governance composition was more appropriate than setting limited or narrow targets with regard to diversity. Importance remained on openness and inclusivity in attracting and welcoming applications from underrepresented groups.</p>
		<p>The Search and Governance Committee resolved to recommend to Corporation that:</p> <p>Amanda Allen be reappointed for a term of office commencing 1 August 2021 and ending 31 July 2024</p> <p>Zubeda Limbada and Joanne Rouse be reappointed for a term of office commencing 1 October 2021 and ending 31 July 2024</p>
<b>6</b>		<b>Governor Offices, Membership of Committees and Additional Roles</b> Members discussed the current membership of committees and noted that more substantial changes would be easier to accommodate following recruitment to vacancies. Members also discussed the current fulfilment of additional roles.
		<p>The Search and Governance Committee resolved to recommend to Corporation both Committee and additional role membership tables, subject to amendments of members whose terms have completed.</p>
<b>7</b>		<b>Update on Consolidated Assessment, Development and Training Report</b> The Clerk outlined key questions around self-assessment moving forwards. Members noted the update on current development and agreed that the external review process had been undertaken incorporating governor one to one interviews, an audit and an action plan. No further assessment was required at this time. The outcomes would furnish the Corporation rolling Development Plan. The Clerk reported on small revisions to make both the Induction and Training Policy and Induction Programme clearer.
		<p>The Search and Governance Committee approved the revisions to the Induction and Training Policy.</p>
<b>8</b>		<b>Any Other Business</b>
		There was none.
<b>9</b>		<b>Date of Next Meeting</b>
		In accordance with the draft calendar the next meeting is scheduled for 15 September 2021.

The meeting closed at 7pm

<b>ACTIONS ARISING FROM SEARCH AND GOVERNANCE COMMITTEE</b>	
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<b><i>Actions from the meeting held 16 September 2020</i></b>			
Action 6.2a	<p><b>Corporation Self-Assessment, Development, Induction and Training Report</b></p> <p>The Clerk would liaise with the Chair and Vice Chair on refreshing the guidance questions for their one to one meetings with governors.</p>	JSu March 2020	January 2021 Achieved.
Action 6.2b	<p>The Clerk would pursue an appropriate speaker, being a current Ofsted Inspector, for the strategic planning event in January 2021.</p> <p>Deferred: An alternative would be considered.</p>	January 2020  By 31 July 2021	
<b><i>Actions from the meeting held 10 March 2021</i></b>			
Action 3a	<p><b>Minutes of the meeting held 16 September 2020.</b></p> <p>Lance Hanson asked about Learning Walks. It was noted that while these would be welcomed in the new academic year, there remained scope for consideration in the summer term which could be raised at the Students, Curriculum and Quality meeting.</p> <p>Academic year 2021/2022</p>	JSu By July 2021	
Action 4a	<p><b>Current Membership and Recruitment</b></p> <p>It was agreed that the reappointment of new members be addressed at the May meeting of the Committee.</p>	JSu 25 May 2021	Achieved June 2021
Action 4b	<p>It was agreed that Equality Targets, with regard to the Corporation, would be considered at the May meeting of the Committee.</p>	25 May 2021	Achieved June 2021
<b><i>Actions from the meeting held 22 June 2021</i></b>			
Action 4a	<p><b>Governance Review Update</b></p> <p>It was further suggested that it would be practical to ask for an internal audit health check of the revised governance framework documents.</p>	2021/2022	