

Search and Governance Committee

Tue 24 May 2022, 17:15 - 18:15

MS Teams



Present:

Ann Harrison (Independent Governor and Chair), Andrea Ferguson (Independent Governor and Vice Chair), Kath Causey (Independent Governor), Alison McKenzie-Folan (Independent Governor), Anna Dawe (Principal)

In attendance: Joanne Platt (Clerk to the Governing Body), Nazia Rehman (for Item 4)

The Clerk confirmed that the meeting was quorate.

Meeting minutes

1. Apologies for absence

SG-22-05-01

There were no apologies for absence.

2. Declarations of Interest

SG-22-05-02

Alison McKenzie-Folan declared an interest in Item 4 as she works with the candidate.

3. Minutes of the previous meeting and matters arising

SG-22-05-03

The Committee reviewed the minutes of the previous meeting and agreed that they were an accurate record of the meeting.

Resolved: The Committee approved the minutes of the previous meeting for signature by the Chair.

4. Governor Interviews

4.1. Nazia Rehman

Nazia Rehman left the meeting after her interview at 5.35pm.

4.2. Deliberations on candidate

SG-22-05-04

Following the interview, the Committee discussed the candidate and agreed that she had the skills, knowledge and experience needed and that she would make an excellent addition to the Governing Board.

They agreed to recommend her for appointment to the Governing Board and to also recommend that she be appointed to the Resources Committee.

It was agreed that she should be invited to attend the June meeting of the Resources Committee and the July meeting of the Governing Board, as an observer.

Resolved: That the Committee recommends to the Governing Board at its meeting on 5 July 2022, the appointment of Nazia Rehman as an Independent Governor for a term of four years.



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Resolved: That the Committee recommends to the Governing Board at its meeting on 5 July 2022, the appointment of Nazia Rehman to the Resources Committee.

5. Board Succession Plan

SG-22-05-05

The Committee considered the Board Succession Plan which took into account the discussions held at the Strategic Workshop held on 11 March 2022.

This includes the development of a role description for the Vice Chair to support the appointment of a second Vice Chair in accordance with the Succession Plan and the development of role descriptions for the Lead Governor for Safeguarding and Prevent and for Careers and Destinations to aid with discussions on Governor aspirations during annual Governor 1-1s to be undertaken as part of the Succession Plan.

It was agreed that a role description for Committee Chairs should also be developed and that this would be drafted by the Clerk and circulated to the Committee via email for approval. The College will then have a full suite of role descriptions for all Governor leadership roles, to aid discussions in Governor 1-1 meetings with the Chair and to support the Board Succession Plan.

It was also agreed that the Chair of the Governing Board should resume her membership of the Curriculum and Student Matters Committee with immediate effect.

The Committee discussed the format of meetings, and whilst acknowledging that face to face meetings were preferable, also acknowledged that holding meetings on MS Teams made it easier for some working Governors to attend. It was therefore agreed to discuss the preferred approach with the Audit and Risk Committee and the Finance and Resources Committee in the June cycle of meetings.

However, the Committee agreed that whatever format was agreed at the start of each year, could be changed by the Committee in the event that an alternative format became the preferred option.

Resolved: That the Committee recommends approval of the Board Succession Plan to the Governing Board at its meeting on 5 July 2022.

Resolved: That the Role Description for the Vice Chair be approved.

Resolved: That suitably experienced Governors expressing an interest in their 1-1s in May and June, are invited to put themselves forward for the role of second Vice Chair, with a view to being appointed by the Governing Board at its meeting on 5 July 2022.

Resolved: That the role description for Lead Governor for Safeguarding and Prevent and for Careers and Destinations be approved.

Resolved: That the Committee recommends to the Governing Board at its meeting on 5 July 2022, that Ann Harrison re-joins the Curriculum and Student Matters Committee

Resolved: That a role description for Committee Chairs be drafted and circulated to the Committee by the Clerk, for approval.

Resolved: That the format of future committee meetings for the Audit and Risk and the Finance and Resources Committees be discussed by them at their June meetings.

6. Any other business

SG-22-05-06

There were no items of other business.

Date and time of next meeting: to be confirmed



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7. Actions:

SG-22-05-07

Minute No.
SG-22-05-04

Clerk to invite Nazia Rehman to the June meeting of the Resources Committee and the July meeting of the Governing Board as an observer.

The meeting ended at 5.53pm.



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