

Minutes of the rescheduled meeting of the Search and Governance Committee held on Tuesday 11th February 2014, The Conference Room, Prior Pursglove College

Present: Mr C Groves (Chair), Mrs J Burton

In Attendance: Mrs E Grove (Clerk)

Meeting quorate

67% attendance

1) **Apologies for Absence**

Dr G Lofthouse

2) **Minutes of the Meeting of Monday 7th October 2013**

The minutes were agreed and signed as a true record.

3) **Matters Arising**

3.1) Review of Link Governor Scheme: Meetings had been held with the Assistant Principals' Curriculum. Faculty Links had been established and visits had already taken place and were proving very helpful to governors.

3.2) Vacancies and Appointments

Dr Dodds and Mr Downs had been appointed as Foundation nominees.

Mrs Grove had written to the second parent but they had not responded.

3.3) Governors' Self-assessment: Mrs Grove was reminded to contact longer standing governors to see if they would be willing to mentor/buddy up with new governors. Governors had been advised that the LSIS training materials were available on the portal. A discussion followed and it was agreed that new governors should be advised to go through the materials within three months' of appointment.

4) **Appointments and Re-appointments**

The paper sent with the agenda was discussed in the context of the latest skills audit and discussions taking place about the future structure of the Corporation.

It was agreed that the parent governor vacancy should remain open until the new academic year.

It was further agreed that The Foundation should be reminded that Dr Simpson's appointment as a Foundation Governor will come to an end in October 2014.

Mrs Grove reported that Student Union elections had started and there would again be a contest for the posts of President and Vice President.

Discussion moved on to the skills audit and it was agreed that the gap in financial skills needed to be filled but this should be held over until discussions on the future structure of the Corporation had been completed.

5) **Committee Terms of Reference (TOR)**

The paper sent with the agenda setting out each committee's proposal following review of terms of reference was discussed.

It was agreed to recommend to the Corporation that the amendments to the Audit Committee's TOR be approved to bring them in line with the requirements of the Joint Audit Code of Practice and Funding Agreement.

It was further agreed that the other committee TOR's should remain as they are until a decision had been made about the future structure of the Corporation.

6) **Governance Framework**

6.1) Review of the Instrument and Articles of Government: The review had been put on hold until the outcome of the discussions on the future structure of the Corporation had been completed.

6.2) FE Colleges' Foundation Code of Governance

The proposal to adopt the Code, now that it had been clarified that it would not override any underlying Foundation deeds or documents, was discussed. It was noted that the Code, being FE specific, should provide a clearer framework than the UK Code of Governance. The areas in which the Corporation was not fully compliant with the Foundation Code were discussed and it was agreed that an action plan should be drawn up and brought to the next meeting. **Action**

7) **Governors' Self-assessment**

Self- assessment was discussed in the context of the recent Ofsted Inspection. It was agreed that the post inspection action plan and targets should be used as the basis of the annual self-assessment.

8) **Any Other Business**

There was no other business than that on the agenda.

9) **Date and Time of Next Meeting**

This was confirmed as Wednesday 21st May 2014, 5.15 pm unless Mr Groves was unavailable in which case the meeting should be rescheduled. Mr Groves gave his apologies for the 31st March Corporation meeting.

10) **Publication of Documents**

It was agreed to publish all documents except those in draft.

The meeting closed at 5.50pm