



BOARD OF GOVERNORS
GOVERNANCE & SEARCH COMMITTEE

MINUTES OF A MEETING OF THE
GOVERNANCE & SEARCH COMMITTEE
HELD AT LANGLEY COLLEGE ON 21 JUNE 2016

		<u>Meetings Attendance</u>
PRESENT:	Tony Dixon (Chair)	(3 out of 3)
	Kate Webb (Principal)	(3 out of 3)
	Ken Lamb	(3 out of 3)
	Arden Bhattacharya	(2 out of 3)
APOLOGIES:	Alison Alexander	(0 out of 3)
	Ruth Bagley	(2 out of 3)
CLERK:	Lynn Payne	(3 out of 3)

<u>MINUTE No</u>		<u>ACTION</u>
	The meeting started at 9am.	
	Members unanimously agreed that Tony Dixon would Chair this meeting.	
1.	<u>Apologies for Absence</u> Apologies for absence were received from Ruth Bagley (business) and Alison Alexander (business).	
2.	<u>Declarations of Interest</u> No Member advised they had any conflict of interest with the agenda.	
3.	<u>Minutes of the Previous Meeting Held on 20 April 2016</u> The minutes of the meeting of the 20 April 2016, having previously been circulated to all members, were agreed as a true record and signed by the Chair. All Members were agreed.	
4.	<u>Matters Arising</u> It was noted that all matters arising had been actioned or would be actioned at future meetings.	
5.	<u>Vacancies On The Corporation And Committees</u> This item was presented by the Clerk. Members were advised of the current vacancies. It was noted that the elections for two new Student Governors were currently taking place. One Student Governor would be elected from the Further Education (FE) students and the other Student Governor elected from the Higher Education (HE) students. Both student Governors elect would be known by the end of next week and would be invited to the July Board meeting. The Clerk updated Members on the ongoing Staff Governor election.. With regard to the two	

MINUTE No

ACTION

External vacancies, Members unanimously agreed to leave these open at this time, pending changes that may occur on the Board next term.
The report was noted.

6. Mid-Year Attendance Report

Members were pleased to note that the mid-year attendance report on Governor's attendance at both Board and Committee meetings showed that target or above target attendance had been achieved.
The report was noted.

7. Annual Development & Governors Support Programme 2016-17

This item was presented by the Principal and the Clerk. Members noted the outcome of the individual training and development needs request form, from Governors, highlighting more training they would like to receive. The Principal said that in the annual development programme, which would follow later in the year, these items would be covered.
The report was noted.

8. Code of Good Governance

This item was presented by the Clerk. Members were reminded that they had already seen the Code of Good Governance and it had been adopted 'in principle' by the Board last year. The Clerk highlighted the benchmarking opportunities that might exist in the future and Members were happy that they were working within the spirit of the Code.
The report was noted.

9. 14th Edition Code of Conduct

Members were asked to agree the latest edition of the Code of Conduct and recommend this to the Board for approval.
All Members were agreed.

Refer to Corporation

10. Evaluation of Meeting

Members were pleased to complete an evaluation of the meeting, highlighting where they felt they had added value and made appropriate challenge.

11. Dates And Times of Future Meetings

The date of the next meeting currently scheduled for Friday 9 September 2016 was considered and Members agreed to re schedule this meeting to 8.30am on Friday 7 October.
All Members were agreed.

12. Any Urgent Business

No other business was raised.

The meeting ended at 9.30am

Chair.....

Date.....