



## **BOARD OF GOVERNORS** **STRATEGY, GOVERNANCE AND SEARCH COMMITTEE**

### **MINUTES OF AN MEETING OF THE STRATEGY, GOVERNANCE & SEARCH COMMITTEE** **HELD AS A TEAMS VIDEO LINK MEETING ON MONDAY 30 NOVEMBER 2020**

		<u>Meeting Attendance</u>
PRESENT:	Tina Coates (Chair)	(2 out of 2)
	Kate Webb (Group Principal & Chief Executive)	(2 out of 2)
	Tony Dixon	(2 out of 2)
	Martin Pritchett	(2 out of 2)
	Rob Lewis	(2 out of 2)
	Stuart Taylor	(2 out of 2)
CO-OPTED MEMBER:	Josie Wragg (JW)	(2 out of 2)
CLERK:	Lynn Payne	(2 out of 2)

#### **PART I**

<b><u>MINUTE</u></b>		<b><u>ACTION</u></b>
<b><u>No</u></b>		
	<b>The meeting started at 6pm.</b>	
1.	<u>Apologies for Absence</u> Apologies were received from Tom Wainwright.	
2.	<u>Declarations of Interest</u> No Member declared a conflict of interest with the agenda.	
3.	<u>Minutes of the Previous Meeting held on 30 September 2020</u> The Minutes of the previous meeting held on 30 September 2020, having been previously circulated to members, were agreed as an accurate record and the Chairs electronic signature would be applied. <b>All Members were agreed.</b>	
4.	<u>Matters Arising from the Previous Meeting held on 30 September 2020</u> It was noted all matters arising had been actioned.  Members asked about the matter arising - election of Chair of the Board from July 2021 taking place at the Board meeting on the 9 <sup>th</sup> December 2020. The Clerk confirmed she had received eight nominations for Angela Wellings to be Chair of the Board from 1 August 2021 and that there were no other nominees. The Clerk advised Members this would come to the Board at its meeting on 9 December.	
5.	<u>Update on Annual Strategic Plan</u> This item was presented by the Group Principal. Members were informed of the College's 2020/21 annual strategic action plan and were asked to comment, to provide challenge and scrutiny. There was an interactive discussion on College partnerships.  Members asked what courses the local LEP might want the College to consider running that were currently not being run. The Group Principal suggested cyber security and logistics would be areas to watch, although she confirmed that most of the College provision did fit with the LEP priorities.  The Chair of the Board asked for a brief summary of the Spending Review which the Group Principal provided verbally. <b>Members noted the report.</b>	

## MINUTE

### No

## ACTION

6. Governance SAR 2019/20 and Quality Improvement Plan 2020/21  
This item was presented by the Group Principal. Members were asked to scrutinise and approve the Governance SAR for 2019/20 and Quality Improvement Plan (QIP) for 2020/21. The Group Principal noted that both of these documents had been reviewed by Angela Wellings and Rob Lewis prior to them being circulated to Members for review at this meeting.
- The Chair of the Committee suggested that oversight of enrolment volumes and activity should be added.  
**The report was noted.**
7. Vacancies on the Corporation and Committee  
This item was presented by the Clerk. Members considered the current membership of the Board and confirmed their current view that the Board should be looking for new Members with a finance background, particularly Accountants. It was agreed that the Group Principal would put an advert out through LinkedIn as before and the two vacancies that would occur in March 2021 could be filled by applicants with finance experience. With regard to the current vacancy, members were reminded that they had appointed Nathan Garat as a co-opted Member but also as a Governor in waiting.  
**Members unanimously agreed to recommend Nathan to the Board as a Governor at the next meeting. All Members were agreed.**
- There was a discussion on what the FE Reform White Paper might contain with regard to devolution and guidance on Membership of the Board  
**The report was noted.**
8. 2019/20 Attendance Report  
Members had received the attendance report in relation to their attendance at Board and Committee meetings over the last year. Overall, the headline information was that the College target for attendance at Board meetings, had been exceeded. The current target attendance was noted as 75%, and Part I Board meetings stood at 80% and Part II Board meetings at 80%. Meetings via the virtual platforms, since March 2020, had been very well attended and the virtual platform had in no way lessened the number of attendees  
**The report was noted.**
9. AoC Governance Briefings  
The AoC briefings report was noted.
10. Evaluation  
Members were pleased to complete an evaluation and confirm where they felt they had added value and made appropriate challenge. Reports were considered complete and sufficient to inform decisions and enable recommendations to be made. Enough time was allowed for review and debate on agenda items.
- Members felt they made appropriate challenge where relevant and they considered they had added value in relation to the agenda items particularly the summer marketing campaign and proposals in relation to some member's continued membership of the Board. On the last item there was a good and rigorous discussion.
11. Dates and times of Future Meetings  
These were noted as:
- Scheduled for 5.00pm on: Wednesday, 10 February 2021  
Wednesday, 2 June 2021
12. Any Urgent Business  
There was no urgent business to raise.

**Group  
Principal**

**Refer to  
Corporation**

**The meeting ended at 6.45pm**

Chair.....

Date.....