



BOARD OF GOVERNORS
GOVERNANCE & SEARCH COMMITTEE

MINUTES OF A MEETING OF THE

GOVERNANCE & SEARCH COMMITTEE

HELD AT LANGLEY COLLEGE ON 5 OCTOBER 2016

		<u>Meetings Attendance</u>
PRESENT:	Ken Lamb (Chair)	(1 out of 1)
	Kate Webb (Principal)	(1 out of 1)
	Tony Dixon	(1 out of 1)
	Arden Bhattacharya	(1 out of 1)
APOLOGIES:	Alison Alexander (co-opted)	(0 out of 1)
	Ruth Bagley (co-opted)	(0 out of 1)
CLERK:	Lynn Payne	(1 out of 1)

<u>MINUTE No</u>		<u>ACTION</u>
	The meeting started at 5pm.	
1.	<p><u>Election of Chair & Vice Chair 2016/17</u> As the two co-opted Members were not present, as they generally hold the office of Chair and Vice Chair for this Committee, it was agreed that Ken Lamb be Chair for this meeting. The election of Chair and Vice Chair 2016/17 would be on the agenda at the next meeting.</p> <p>Members unanimously agreed that Ken Lamb be Chair for this meeting and he was happy to take on the role.</p>	Clerk
2.	<p><u>Declarations of Interest</u> Mr Dixon and Mr Bhattacharya declared an interest in relation to 8, as their own continued Membership was to be considered in that item.</p>	
3.	<p><u>Apologies for Absence</u> The CEO of Windsor & Maidenhead Borough Council had apologised for her absence and the CEO of Slough Borough Council was not present.</p>	
4.	<p><u>Minutes of the Previous Meeting Held on 21 June 2016</u> The minutes of the meeting of the 21 June 2016, having previously been circulated to all members, were agreed as a true record and signed by the Chair. All Members were agreed.</p>	
5.	<p><u>Matters Arising</u> It was noted that all matters arising had been actioned.</p>	
6.	<p><u>Governor Appraisals</u> This item was presented by the Chair of the Board. He confirmed that the majority of the Governor appraisals had been done with only a small number left to complete. He said the process had been very positive and that Governors had felt it had been useful and helpful. The report was noted.</p>	

MINUTE No

ACTION

7. New Governors
This item was presented by the Clerk and the Chair of the Board. Members were advised that it was likely that the current determined number of Board Members would increase if the proposed merger was successful. The increased number would enable Governors from Strode's College to apply to be Members on the East Berkshire College Board. The process for selecting the additional Members would be carried out in the same way as currently done for any new Member. The Governance & Search Committee would consider skills required on the Board and then appoint new Governors accordingly.
The report was noted.

8. Vacancies on the Corporation & Committees
This item was presented by the Clerk. Members noted the current vacancies on the Board and those that would arise in 2017.

Ella Wheeler

In the case of staff Governor Ella Wheeler, whose term of office would naturally end in December 2016, it was agreed to recommend to the Board that her term of office be extended to the point of merger.

All Members were agreed.

Refer to Corporation

Angela Wellings & Stuart Taylor

With regard to the external Governor terms of office that would end this year and next year, it was agreed to recommend to the Board that Stuart Taylor and Angela Wellings be given a further term of office to March 2021. Tony Dixon advised Members that Angela Wellings had had a one-year sabbatical leave of absence from the Board but was now returning and would, in all likelihood, take up the role of Chair of the Curriculum & Quality Committee and would be the College Safeguarding Governor.

All Members were agreed.

Refer to Corporation

Arden Bhattacharya left the meeting.

Arden Bhattacharya

Members discussed Arden Bhattacharya's good attendance at Board meetings and the strengths he brings to the Board and it was unanimously agreed to recommend to the Board that he have a further term of office.

All Members were agreed.

Refer to Corporation

Arden Bhattacharya returned to the meeting. Tony Dixon left the meeting.

Tony Dixon

Members unanimously supported the recommendation that Tony Dixon have a further term of office on the Board. Members felt his Chairmanship of the Board was excellent and his continued membership of the Board at this time would be hugely beneficial to the College and merger process.

All Members were agreed.

Refer to Corporation

Tony Dixon returned to the meeting.

In summary, it was agreed to recommend to the Board that Angela Wellings, Arden Bhattacharya, Stuart Taylor and Tony Dixon be appointed for a further term of office from the date of expiry of their current term.

9. Year End Attendance Report 2015/16
This item was presented by the Clerk, who was pleased to advise Members that attendance had exceeded target.
The report was noted.

MINUTE No

ACTION

- 10. Summary of Evaluations from all Committees 2015/16
Members had received a report on the summary of the evaluations from Committee and Board meetings during 2015/16 and felt these were very useful.
The report was noted.

- 11. E-Governance
Members were advised that, whilst papers were being sent out electronically to all Members as a single PDF copy, that some Members (and this was increasing) were requesting hard copy papers for the meeting. It was also noted that Members were not accessing the papers via Moodle. It was agreed the position would be monitored.

- 12. Governance AoC Briefings
Members noted the recent AoC Governance briefings.

- 13. Evaluation of Meeting
Members were pleased to complete an evaluation of the meeting.

- 14. Dates and Times of Future Meetings

Scheduled for 8.30 am on Friday, 3 February 2017
Friday, 19 May 2017

- 15. Any Urgent Business

No other business was raised.

The meeting ended at 5.30pm

Chair.....

Date.....