



## 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 WEDNESDAY 10 FEBRUARY 2021

|                  |   | <u>Meeting Attendance</u> |
|------------------|---|---------------------------|
| PRESENT:         | Tina Coates (Chair)                           | (3 out of 3)              |
|                  | Kate Webb (Group Principal & Chief Executive) | (3 out of 3)              |
|                  | Tom Wainwright                                | (1 out of 2)              |
|                  | Martin Pritchett                              | (3 out of 3)              |
|                  | Rob Lewis                                     | (3 out of 3)              |
|                  | Stuart Taylor                                 | (3 out of 3)              |
| CO-OPTED MEMBER: | Josie Wragg                                   | (2 out of 3)              |
| CLERK:           | Lynn Payne                                    | (3 out of 3)              |

### PART I

#### MINUTE No

#### ACTION

**The meeting started at 5pm.**

- Apologies for Absence  
Apologies were received from Tony Dixon.
- Declarations of Interest  
No Member declared a conflict of interest with the agenda.
- Minutes of the Previous Meeting held on 30 November 2020  
The Minutes of the previous meeting held on 30 November 2020, having been previously circulated to members, were agreed as an accurate record and the Chairs electronic signature would be applied.  
**All Members were agreed.**
- Matters Arising from the Previous Meeting held on 30 November 2020  
It was noted all matters arising had been actioned.
- Vacancies of the Corporation & Committees  
Members received an update report from the Clerk on the vacancies that would occur in the next calendar year, and in 2022. The Board membership was currently set at 20 with 2 members leaving in March and a further 2 in October.

Members discussed the need to continue to look for Governors with accountancy and financial skills to join the Board, together with considering new applicants that would broaden diversity on the Board (particularly gender). JW suggested that employer representation would strengthen the capacity in light of the FE White Paper.

Members considered GC, currently a co-opted member and 'Governor in waiting' and agreed to offer her a full role from March 2021.

The Chair felt that it would be helpful to have younger Governors on the Board in the future to bring a different perspective to the Board.

**Refer to  
Corporation**

**Clerk**

## MINUTE

### No

There was a suggestion for a candidate for Governor from the Thames Valley Chamber of Commerce and the Clerk was asked to contact him.

Members also agreed that to address some of the local sector priorities for skills and employment it would be useful to have Governors with business experience in these areas such as construction. It was agreed to have a longer look at the skills makeup of the Board at the next meeting.

It was agreed to increase the length of the meeting for future meetings.

The future dates of Board meetings were agreed.

**Members noted the report.**

6. 2020/21 Mid-Year attendance Report

Members were updated on the attendance statistics for Committee and Board meetings, to date in the academic year. The Clerk confirmed Members had well exceeded their target attendance and that generally, during the pandemic, attendance via the virtual platforms had been very good.

**The report was noted.**

7. Annual Disclosure & Skills Analysis

Members were advised that the annual disclosure, skills update and equality data had been completed by all Governors, save for one student governor where the return was awaiting.

**The report was noted.**

8. Update on Annual Strategic plan

The Group Principal informed Members of the College's 2020/21 annual strategic plan. Members were asked to provide feedback on the action plan for 2020/21. Members enquired how the marketing was being benchmarked, the Group Principal advised Members there was detailed marketing reports that were reviewed by SLT and a summary brought to the Board.. There was a discussion on the issue of on-line learning, the opportunities going forward and some of the disbenefits that had occurred for some learners during lockdown. It was noted that the CAG was reviewing this in detail. The Vice Chair of the Board noted the national issue that those students who were already disadvantaged would find themselves even further behind going forward.

**The report was noted.**

9. Skills For Jobs – FE White Paper

The Group Principal informed members of the key points in the recently released FE White Paper. The White Paper had set out reforms to post-16 technical education and training. The Group Principal explained the need for members to fully understand the key implications in the Paper in order to help support and lead the College's future strategy, including the central role of partnerships. The FE reforms had no promises of additional funding, but suggested changes. It was noted that strengthened employer links were critical and this reinforced the suggestion regarding a potential governor from the Chamber of Commerce. The Group Principal confirmed the Association of Colleges would respond to the White Paper for all Colleges.

**The report was noted.**

10. AoC Governance Briefings

**Members noted the report.**

11. Evaluation

Members were pleased to complete an evaluation on their performance at the meeting and gave their view of the papers. There were very interactive, useful, discussions on the Corporation & Committee membership and the update on annual strategic plan and FE White Paper.

12. Dates and times of Future Meetings

The next meeting was noted as being scheduled for 4.30pm on Wednesday, 9 June 2021.

## ACTION

Clerk

Clerk

**MINUTE**

**ACTION**

**No**

13. Any Urgent Business  
Members' felt that the time allocated to this meeting going forward was not long enough and asked for the meeting to be set for an hour and a half.

**The meeting ended at 6.00pm**

Chair.....

Date.....