



## BOARD OF GOVERNORS GOVERNANCE, SEARCH AND STRATEGY COMMITTEE

### MINUTES OF A MEETING OF THE GOVERNANCE, SEARCH AND STRATEGY COMMITTEE HELD AT STRODE'S COLLEGE ON 6 JUNE 2018

		<u>Meeting Attendance</u>
PRESENT:	David Knowles-Leak (Chair)	(3 out of 3)
	Martin Pritchett (Vice Chair)	(3 out of 3)
	Rob Lewis	(3 out of 3)
	Tina Coates	(3 out of 3)
	Kate Webb (Group Principal & Chief Executive)	(3 out of 3)
	Tony Dixon	(2 out of 3)
	Gill Briggs	(2 out of 3)
CLERK:	Lynn Payne	(3 out of 3)

### PART I

#### MINUTE

#### ACTION

No

**The meeting started at 5pm.**

1. Apologies for Absence  
There were no apologies for absence.
2. Declarations of Interest  
No Member declared any conflict of interest with the agenda.
3. Minutes of the Previous Meeting Held on 31 January 2018  
The minutes of the meeting of the 31 January 2018, having been previously circulated to members, were agreed as a true record and signed by the Chair.  
**All Members were agreed.**
4. Matters Arising from the Previous Meeting Held on 31 January 2018  
It was noted that all matters arising had been actioned.

#### GOVERNANCE & SEARCH

5. Vacancies on the Corporation & Committees  
This item was presented by the Clerk. Members were asked to note the Governor terms of office that would end in 2018 and 2019. Members noted the changes on automatic charity disqualification rules coming into effect on 31 August 2018, and were asked to recommend the proposed changes to the Instrument & Articles to the Board, for approval. Members noted there would be an action plan on the charity disqualification rules to deal with all points raised.  
**All Members were agreed.**

**Refer to  
Corporation**

The Chair of the Board asked the Clerk to check whether in a Merger B situation, existing Governors terms of office continued, or reverted to a new term.

**Clerk**

Members were advised of recent updates to the Audit Code of Practice, including that Staff Governors 'should' not now be Members of the Audit Committee. Reluctantly, members of the Committee agreed to not continue the term of the 2 Staff Governors on the Committee albeit their view was that they added good dimension to the discussions.  
**Members noted the report.**

## MINUTE

## ACTION

### No

6. 2017/18 Mid-Year Board & Committee Summary Evaluation Report  
**Members noted the report**, but the Chair of the Integration & Transition Committee noted that the I&T Committee mid-year summary was not included. It was agreed that the report would be amended and sent out to Members.
7. 2017/18 Mid-Year Attendance Report  
Members were pleased to note that the mid-year Governor attendance report showed that attendance was over the Board target.  
**The report was noted.**
8. In-Year Review of Governance SAR & QIP  
This item was presented by the Group Principal. Members were updated on the progress of the Governance SAR & QIP.  
**The report was noted.**

Clerk

## STRATEGY

9. Update on Annual Strategic Plan  
This item was presented by the Group Principal. Members were informed of the College's progression against the annual Strategic Plan and comments were invited. The Group Principal picked out some key points from the Strategic Plan and highlighted the progression made.  
  
The Group Principal confirmed that the next iteration of the Strategic Plan would refresh the context and said she would also like to bring more detail on certain aspects, e.g. marketing, to the next Committee.  
  
Members asked, in relation to high-level engagement, how the engagement was measured, whether it was sector average or sector engagement with staff satisfaction. The Group Principal spoke about staff surveys and how they informed that, using benchmarks from particular points.  
**The report was noted.**

## INFORMATION

10. AoC Governance Briefings  
These were noted for information.
11. Terms of Reference  
Members noted the proposed change to the Terms of Reference to take account of the ACOP update on not permitting Staff Governors to sit on the Committee.  
**Members agreed the change and agreed to recommend it the Board for approval.**
12. Evaluation of Meeting  
Members were pleased to complete an evaluation of the meeting, detailing where they had added value and made appropriate challenge.
13. Dates and Times of Future Meetings  
Dates and times of future meetings were noted as:  
  
Scheduled for 5.00pm at Strode's College on: Wednesday, 12 September 2018  
Wednesday, 30 January 2019
14. Any Urgent Business  
There were no items of other business.

Refer to  
Corporation

**The meeting ended at 5.20pm.**