

## **Preston's College**

**Draft Minutes of the Search and Governance Committee meeting held on 9<sup>th</sup> February 2017 at 5:30pm at Preston's College.**

### **Present:**

Mr M Mallam (Chair)

Mr P Kennedy  
Dr E H Smith

### **In Attendance:**

Mr S Fell (Clerk to the Corporation)  
Mr P McMellon (Assistant to Clerk)

### **27. Apologies**

Apologies had been received from Mr E Bassa.

### **28. Declarations of Interest**

There were no declarations of interest.

### **29. Minutes of the Previous Meeting**

**Resolved: That the Minutes of the Search and Governance Committee meeting held on 6<sup>th</sup> October 2016 be agreed as a true record and signed by the Chair.**

### **30. Matters Arising**

**(i)** Item 22(i) – HE Student(s) representation

It was reported that a specific HE student nomination (for the Co-opted position on Quality & Standards Committee) was still awaited pending the outcome of an appropriate democratic process within the student body.

### **31. Governing Body Membership**

**(i) Current Vacancies**

The Principal/Chief Executive updated the Committee on her work to identify suitable education sector candidates for consideration. The Committee noted and discussed various matters, including the potential for conflicts of interest to arise particularly where individuals were employed by local schools/education providers.

It was agreed that progress might be assisted if consideration was confined to Co-opted status (as opposed to full Board membership) given the present circumstances of the College.

The Committee examined the recently updated Skills Audit analysis and indicated where the format of future analyses might be enhanced.

**RESOLVED: That the report be noted.**

**(ii) Impending Terms of Office Expiries**

It was noted that the current terms of office of Mr S Browne, Dr A Jones and Mr J Taylor would expire on 20<sup>th</sup> March 2017.

The Committee reflected upon options, but concluded unanimously that, particularly in the current circumstances, the re-appointment of these experienced and committed individuals would best serve the College's interests.

**RESOLVED : That the Board be recommended to re-appoint Mr S Browne, Dr A Jones and Mr J Taylor for further 4-year terms of office, from 21 March 2017 to 20 March 2021.**

**32. Strategic Planning Event (2 February 2017) - Outcomes**

The Chair drew attention to a number of matters arising from the recent 'Away Day'. These related to ways in which the performance and awareness of Board Members might be enhanced. In particular, greater exposure to the 'Student Voice' and opportunities to observe directly delivery of the core teaching service had emerged as avenues worthy of development.

The Principal/Chief Executive noted the preferences and expectations described by Committee members and undertook to produce a structured programme of suitable student and staff/teaching engagement opportunities, including 'walk through' events. The need then to ensure the commitment and involvement of all Board Members was recognised. The response from Board Members to the imminent round of Student Council meetings was noted.

Other matters discussed included 'link governor' schemes and communicating with the parents of students.

The Committee then discussed other aspects of what they felt had been a very interesting and productive Away Day, particularly as a response to training/briefing views expressed by Board Members in the last self-assessment of governance review. They agreed that the 'speed dating' activity had provided extremely valuable discussions and insights.

**RESOLVED: That the update be noted.**

### **33. Code of Good Governance – Compliance Report**

The Board had adopted the Code in July 2016. The Committee then examined the ‘checklist’ which indicated where progress had been made against those points with which there had not been compliance at the outset.

It was agreed that there had been appropriate action against the ‘outstanding’ points and that maintenance of compliance had been successfully achieved in general.

**RESOLVED: That the report and the level of the College’s compliance with Code be noted.**

### **33. Equality & Diversity – Analysis of Board Characteristics**

The Committee examined the analysis of the responses to the ‘Annual Survey’ to which all Board Members had been invited to contribute.

It was agreed that the analysis broadly confirmed the Committee’s previous understanding of the ‘characteristics’ of the current membership. Account of obvious imbalances would be taken as and when the recruitment of new members was under consideration. It was, however, recognised that scope for effecting change would be somewhat constrained during the current period of strategic review.

Finally, it was agreed that the inclusion of comparator figures (showing the equivalent percentages for the College student body) would assist consideration.

**RESOLVED: That the report be noted and imbalances addressed if possible and appropriate during future recruitment.**

### **34. Training/Briefing for Board Members**

The Committee agreed that Board Members should be reminded about the training and briefing resources made available by the Association of Colleges (AoC).

**RESOLVED: That the Clerk be instructed to remind Board Members about the AoC website.**

### **35. Any Other Business**

REDACTED

### **36. Date of Next Meeting**

It was noted that the next meeting of the Committee was Thursday, 5<sup>th</sup> July 2017 (5.30pm).