

## Preston's Search and Governance Committee 5<sup>th</sup> October 2017

### Members:

Mr M Mallam (Chair)  
Mr P Kennedy  
Dr E H Smith  
Mr J Boydell (in part)

### In Attendance

Mrs J Crowther (Clerk to the Corporation)

### Apologies

Mr E Bassa

**ITEM 1: Welcome and Apologies:** The Chair welcomed Members and noted apologies from Mr E Bassa.

**ITEM 2: Declarations of Interest:** No additional declarations were made.

**ITEM 3: Minutes of the Previous Meeting:** The meeting planned for the 5<sup>th</sup> July was cancelled and the business dealt with by written resolution which was agreed at the Board meeting on the 13<sup>th</sup> July 2017.

**ITEM 4: Matters Arising:** The Chair noted that the Committee would like to meet Student Governors prior to their first meetings to welcome and support them. He also requested pen portraits of the student governors.

[REDACTED]

**Resolved:** Student Governors will, in future, be invited to attend the Search and Governance Committee prior to commencement of duties and the first Board of the year, and pen portraits of the Student Governors will be forwarded to the Search and Governance Committee.

**ITEM 5: Governing Body Membership:** Currently, the composition of the board stands at 17 with one vacancy. A proposal was made for Mr Martin Collard to join the Board. This was agreed by the Members.

**Student Governors** – The two new Student Governors have met with the Principal and with the Clerk and have agreed which committees they would prefer to serve on. Ms Davies has opted for Quality and Standards, Mr Lee has opted for Resources. Both will commence duties in the forthcoming meetings, and will attend the Board on the 26<sup>th</sup> October 2017.

**Committee Membership** - The Clerk confirmed that, with recent changes, the Audit Committee is low on membership with only three members. This brings with it an increased risk of inquoracy at meetings.

**Terms of Office** – The Clerk advised Members that Mr T Readett was approaching the end of his four-year Term of Office. The Chair requested that Mr Readett be approached with a view to a second term.

**Resolved:** (i) Dr Smith will speak to John Wilson to see if he would be interested in joining the Audit Committee, and if he is not, the Chair will ask for volunteers.

(ii) Members approved Mr Martin Collard's application to become a Member of the Board

(iii) The Clerk to approach Mr T Readett with a view to a second Term of Office being agreed.

**ITEM 6:** **Review of Governance** - The Clerk shared with the Committee the draft Self-Assessment mapped to the Ofsted criteria, and the Clerk's report mapped to the AoC Code of Good Governance. She confirmed that Best Practice in Self-Assessment was the subject of discussion at the recent AoC Governance meeting and would be able to share resources to support the Board Self-Assessment to ensure that the Board have a voice in the process. Dr Smith confirmed that the Members sitting on Q&S have been involved in the overall Self-Assessment process for the College, and the Board have supported the Post Inspection Action Plan and have held the Leadership team to account.

**Resolved:** (i) **The Clerk to share with the Principal and Chair materials from the AoC as they become available and to take the draft Self-Assessment to the Board for discussion to agree a standard process for Self-Assessment that will facilitate year on year analysis.**

(ii) **The Chair confirmed that a closer relationship with staff and learners would be desirable and agreed that this could be facilitated through the Student Governors**

**ITEM 7:** **Business Planning Cycle:** The Principal confirmed that with the discussions taking place with UCLan, the Special Board meeting planned for the 30<sup>th</sup> November may need to be postponed but she will keep Members informed.

**Resolved:** **The paper was noted**

**ITEM 8:** **Training Plan for Governors** – The Clerk presented a draft plan for training and development for 2017/18 which was agreed with the addition of the opportunity for Members to accompany staff undertaking Learning Walks, and the opportunity to be more closely involved in the Self-Assessment process.

**Resolved:** **The paper was noted.**

**Date of next meeting Thursday 8<sup>th</sup> February 2018 5.30pm**