

MOULTON COLLEGE

SEARCH AND GOVERNANCE COMMITTEE

Minutes of the meeting held on Thursday, 28th March 2019

Present: Mr D McVean (in the Chair), Mr A Clarkson, Mr C Matts, Ms A Turner, Mr A Thomson and Mr T Neville

In attendance: Mrs G M Hulley

19/10 Apologies for absence (Agenda item 1)

There were no apologies for absence.

19/11 Minutes of the last meeting (Agenda item 2, Paper A)

The minutes of the last meeting held on the 28th February 2019 had been circulated previously. The minutes were approved as a true and accurate record.

19/12 Actions outstanding from the last meeting (Agenda item 3, Paper B)

Action 19/05, Governor appointments

Mr T Neville reported that he had followed up on the skills shortage area: HE Quality and would be able to provide further detail at the next meeting in May 2019 (Closed).

Action 19/06, Committee membership

The action related to the involvement of governors in appeals and whether a designated appeals committee was required. It was agreed that in accordance with the relevant appeals procedure, in the event of the need for governor involvement, one would be selected as required (Closed).

All actions were now closed.

19/13 Governor Development Day (Agenda item 4)

a) Notes and actions from last meeting (Paper C)

The Committee agreed that the day had been successful. The external facilitator had been well received and his input very much aligned with the Corporation. A follow up event should be arranged when the new Principal was in post.

Mr Neville explained that at the Finance and Resources Committee held earlier in the week, Members had agreed to continue with monthly meetings. The Committee agreed this was a sensible decision particularly as this Committee's remit had been broadened to include Estates and Resources. Following discussion, *the report was noted*.

b) Risk appetite summary (Paper D)

The risk appetite activity at the Governor Development Day had confirmed how each governor had a different level of risk appetite. There was a definite sense for change to happen quickly but there was consensus amongst Members of this Committee and the Board that there also had to be a balance with financial management. Following discussion, *the report was noted*.

c) Overall feedback (Paper E)

Positive feedback had been received from the event. Everyone had been fully involved in the day by asking lots of relevant questions; taking part in activities; and, contributing to the strategic thinking. The feedback was very detailed and can be used to inform planning of future events. A collective vision for the College in 3 years' time was well-defined. Different types of partnership arrangements were outlined. Following discussion, *the report was noted.*

19/14

Annual Review of Governance (Agenda item 5, Paper F)

The annual review was discussed. This would feed into the self-assessment of governance later in the year. The report now benchmarked the College against the results of a 'Terms and Representation' survey completed by Landex in 2017. The Board had high levels of skills and expertise in the five key areas highlighted in a survey completed in 2015 by the AoC (Association of Colleges). Comparative data confirmed a weakness for the Board around ethnicity as the membership was not reflective of the staff and student population. The Committee would also continue to monitor gender balance of the Board membership and skills to avoid any gaps. Following discussion, *the report was received.*

19/15

Board Performance Indicators (Agenda item 6, Paper G)

The mid-year report on progress was discussed. This was a very helpful document that had a variety of uses. The majority of performance indicators had been achieved. Members recommended that wherever possible, achievement of outcomes should be quantified. Attendance at Corporation Board meetings had improved and was currently 89% compared to 86% in 2017-18. Attendance at Committee meetings was 86% with 10 governors whose attendance was 100%. Following discussion, *the Committee asked that their thanks to the Clerk should be recorded in the minutes; and, the interim report was received.*

19/16

Any other business

An additional date was proposed for May 2019 when the Committee would have a detailed discussion in relation to guiding principles that would inform each Committee's annual review of the terms of reference.

19/17

Date of next meeting

Thursday, 9th May 2019 at 8.30 am in M5.

The meeting closed at 9.00 am.