



Halesowen College

Minutes of the Search and Governance Committee Meeting

held 28 January 2010

Present: Pam Thomas (*Chair*), Phil Osborne (*Vice Chair*), Keith Bate, Andrew Hanson, Alison Perks

In attendance: Jennifer Sunter (*Clerk*)

1 Apologies

Apologies were received on behalf of Gloria Smith.

2 Declarations of Interest

There were none.

3 Minutes of the Meetings held 8 October 2009 and 26 November 2009 and Matters Arising

The minutes of the meetings held 8 October 2009 and 26 November 2009 were approved as a true record.

There were no matters arising.

4 Governor Vacancies/Appointments

The Clerk outlined the vacancies arising in the immediate future.

With reference to co-opted membership for Performance Review Committee, Brian Mitchell's term of office had been completed and the Chair would write to him to express the Corporation's appreciation of his role. Keith Bate explained that the Vice Chancellor for the University of Worcester had sought a prospective co-option for the Performance Review Committee. It was agreed that Ann Jordan be invited to visit the College to meet the Principal.

Action: Principal

The Clerk reported that with the agreement of the Committee Tim Shaw would continue to be invited to attend the Audit Committee.

Action: Clerk

It was expected that the student governor elections would be scheduled during the term to enable the current student governors to support those elected as student governor designates through the summer term.

In considering the skills matrix members discussed the qualification and experience gaps arising from the planned retirement of Phil Osborne. Members discussed in detail the need to consider the outcomes under the Machinery of Government changes and the effects of the national political picture. It was agreed that the Committee consider the vacancy in more detail at the meeting in April 2010.

Action: Clerk

5 Review of Attendance Report and Performance Indicators

The Clerk presented the detailed report including individual and Corporation committee attendance and further attendance at College meetings, training and special events. Overall attendance in relation to the Corporation cycle of business stood at 77% against a target indicator of 85%.

The report was received.

6 Strategic Issues

eGovernance

The Clerk reported on the progress of eGovernance arrangements following an initial research visit to Cirencester College and a first phase pilot undertaken by the Audit Committee. The next phase involved a second meeting of the Audit Committee using electronic reports accessed at the meeting by individual laptops.

The Clerk proposed future phases to continue to develop the pilot study involving more committees and the Corporation incrementally. Members discussed the proposed timescale and suggested that the Search and Governance Committee be undertaken electronically for its next meeting in the summer term and that the Finance and Resources Committee be undertaken electronically for its meeting in the autumn term.

The Search and Governance Committee resolved to recommend the extension of the pilot working arrangements for eGovernance to the Search and Governance Committee in the summer term and the Finance and Resources Committee in the autumn term with monitoring by the Search and Governance Committee.

Review of Governance and Strategic Leadership in English Further Education

The Clerk outlined the publication of the report 'A Review of Governance and Strategic Leadership in English Further Education' and the associated consultation process for governors and clerks. Members requested that the Clerk draft and circulate a response to Search and Governance Committee to be considered by the Corporation in March 2010.

Action: Clerk

7 Committee Terms of Reference

The Clerk explained that a previous recommendation regarding inclusion within the Search and Governance Committee remit a specific function for Corporate Governance required some clarification. Members discussed what was understood by the term Corporate Governance and the remit of the Audit Committee before considering further overarching aspects of governance in relation to stakeholders, community and public benefit being drawn out by current publications reviewing governance. It was agreed to defer a decision pending a more detailed investigation by the Committee.

Action: Clerk

<p>The Search and Governance Committee resolved to defer its recommendation to the Corporation regarding the revision of the Committee Terms of Reference to include a role in relation to corporate governance.</p>
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8 Date of next meeting

The next meeting is scheduled for 22 April 2010.

Closed: 6.40pm