

# South Staffordshire College



## GOVERNANCE & SEARCH COMMITTEE

### Minutes of the meeting held on 19 November 2020

#### PRESENT:

Steve Burgin (Chair)	) External
Tim Legge	)
Tony McGovern	)
Phil Tapp	)
Claire Boliver	Chief Executive & Principal

#### *In attendance:*

Miranda Hughes	Clerk to the Corporation
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#### APOLOGIES FOR ABSENCE

32 None.

#### DECLARATION OF INTERESTS

33 The Chair declared an interest under minute 39-40.

#### MINUTES

34 **Resolved** that the minutes of the meeting held on 7 October 2020 be approved as a correct record.

#### BOARD MEMBERSHIP

35 The progress made with regard to the governor recruitment process was discussed, which included details relating to an interview that had taken place immediately prior to the meeting. The Clerk confirmed that, due to extenuating circumstances, two additional candidates also scheduled for interview on that day, were unable to attend.

36 **Resolved** that governor interviews scheduled to take place on 19 November 2020 be rearranged for the candidates unable to attend.

37 The Committee also discussed the diversity of the Board and felt that it was essential to address the gender and ethnicity balance and, if possible, to appoint a governors with legal knowledge and skills within the context of audit and risk management, commercialism, education and quality management from across the area served by the College.

38 The Clerk confirmed that, in addition to the advertisement being publicised via the College website, Inspiring FE Governance and LinkedIn, she had also engaged with Governors for Schools and Women on Boards, which would be pursued further. The Chair also urged members to bring the vacancy to the attention of any persons who may be suitable for appointment.

## GOVERNOR SUCCESSION PLANNING

39 The Clerk reported all members of the Corporation had been invited to put their names forward and declare if they would be willing to be considered for the role of Chair of the Board, following the announcement that Steve Burgin would not serve for a further term of office following the 2020-21 academic year. In addition to this, she also advised that Committee members had also lodged feedback regarding the development of future successors (*referred to under minute 8-9*). A discussion took place with regard to the outcomes of this work and the Committee were in agreement that the Board was in receipt of sufficient skills and experience for future succession to come from within the current membership.

40 **Resolved** that the Clerk convene a subsequent meeting of the Committee on 3 December 2020 to facilitate further succession planning discussions.

## GOVERNORS' SELF ASSESSMENT REPORT 2019-20

41 The updated Governance SAR, which incorporated the proposed grade for the academic year 2019-20, was presented to the Committee ahead of the December Board meeting. The Clerk reported that, in addition to conclusions following external evaluation, the SAR process incorporated the findings of the recent Board self-assessment exercise which had been based on a range of activities including individual governor reviews, a review of the Board's overall performance including that of the Chair, a review of committee effectiveness and also an analysis of the AoCs Code of Good Governance for English Colleges. The Clerk advised that its aim was to contribute to the leadership and management section of the overall College self-assessment and to also allow reflection on what worked well and how the Board could move from Good to Outstanding.

42 **Resolved** that the Board be **RECOMMENDED** to approve the 2019-20 Governance SAR.

## ANYOTHER BUSINESS

43 None.

## DATE OF NEXT MEETING

2pm on Thursday, 3 December 2020.

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*Chair*

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*Date*