

BOSTON COLLEGE**MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE ON
23 NOVEMBER 2020**

1. PRESENT

Peter Cropley, Claire Foster, Heather Lee, Ann Savage, Gerry Tawton and Nick Worth.

Also in attendance: Janet Hemmant (Clerk to the Corporation) and Kelly Harris (Staff Governor).

Meeting attendance: 100%

2. APPOINTMENT OF CHAIR

Having been duly nominated Nick Worth was appointed as Chair of the committee for 2020/21.

Nick Worth in the Chair

3. APPOINTMENT OF VICE-CHAIR

Having been duly nominated Ann Savage was appointed as Vice-Chair of the committee for 2020/21.

4. ACTION LOG

Members reviewed the items recorded in the committee's action log and progress made against them.

With regard to recruitment of new governors it was suggested that Peter Cropley and Nick Worth could write to local businesses encouraging applications. Ann Savage asked about representation from the Polish community to reflect the local population. It was agreed that Ann Savage should follow up her contacts through local groups to ascertain interest. ●

The committee agreed that the 8 February meeting should focus on development of the governance action plan. ●

The committee noted that it had not been possible to find anyone external to carry out the Chair's appraisal. It was noted that the Governance4FE website had a questionnaire available for appraising Corporation Chairs. It was agreed that this questionnaire should be reviewed and combined with the College's existing questionnaire to ensure best coverage. A small group of Search and Governance members would then be convened to review feedback with the Chair. ●

It was noted that the meeting to review the induction and training policy was still pending. The maturity matrix governing bodies was discussed and it was agreed that this would be circulated for discussion on the Corporation CPD day. ●

5. MINUTES

The minutes of the meeting held on 30 July 2020 were reviewed and approved.

The committee noted that there were two potential members who would be approached to ascertain interest in membership. It was noted that both of these appeared to be promising.

6. **MEMBERSHIP**

Members considered making a recommendation to the Corporation on the reappointment of Helen Rumbold who was reaching the end of her first 4-year term. A supporting statement submitted by Helen was considered. The committee felt that Helen had been an excellent governor making an outstanding contribution, particularly in respect of Safeguarding, and agreed that a recommendation to reappoint should be submitted to the Corporation. ●

7. **COMMITTEE ANNUAL REPORT**

Members considered the content of an annual report to be made to the Corporation. The contents of a draft report were approved for submission subject to the addition of a reference to governor link activity not happening because of the pandemic. ●

8. **CODE OF GOOD GOVERNANCE REVIEW**

Members received a report from the Clerk to the Corporation on a review of the Corporation's compliance with the adopted code.

In response to a query from Gerry Tawton it was confirmed that this was the Association of College's Code with a small adaptation.

A discussion took place about the need for external company directors for Eastern Enterprises whose main activity was the letting of office accommodation in Spalding. Ann Savage and Heather Lee made some suggestions about how recruitment of a Director local to Spalding who could also support the promotion of the tenancies could be achieved. It was noted that this had the potential to also encourage people to join the main board in the future. It was agreed that Nick Worth should follow these suggestions up.

A further discussion took place about the possibility of an external review of the effectiveness of governance. It was agreed that the Clerk should look at the possibilities for procuring the review and feedback to the committee. Heather Lee asked whether colleges generally had external reviews and it was confirmed that this was not necessary the case. The committee agreed that the College should aim for best practice in this area as part of its continuous improvement. ●

9. **GOVERNOR DEVELOPMENT**

Members received a verbal report from the Clerk to the Corporation on actions which had been agreed with the College Executive to follow up discussions about improving members' understanding of the learner experience.

Janet Hemmant advised that the induction process would be extended to focus on the development needs of individual members and that this would be based on the 5 pillars within the College's mission. The skills analysis will also be based on these pillars. Curriculum and learner presentations are to be given to governor meetings and link governor engagement will recommence shortly for business support areas and after February half term for curriculum areas. Members have already been invited to attend learner representative meetings and there will be specific information about learner experience provided to Corporation meetings alongside the Standards Committee minutes

8. **NEXT MEETING**

It was noted that the next meeting of the committee would be held on 8 February 2021.