

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 22 NOVEMBER 2021

1. PRESENT

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

Also in attendance: Janet Hemmant (Clerk to the Corporation).

Meeting attendance: 100%

2. APPOINTMENT OF CHAIR

Having been duly nominated, Nick Worth was appointed as Chair of the committee for 2021-22.

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 progress made against items in the committee's action log.

Following a suggestion from Ann Savage, it was agreed that an external governance review should be scheduled in two years' time and appropriate budget provision should be made for this. ●

It was noted that there were two volunteers for the E&D sub-committee and it was agreed that these members should meet with the appropriate college manager to progress this work. ●

5. MINUTES

The minutes of the meeting of the committee held on 14 June 2021 and the written resolution made on 20 September 2021 were reviewed and approved.

6. MEMBERSHIP

It was noted that there was currently one vacancy for the committee to consider. A discussion took place about the recruitment of a member meeting the identified requirements of the Corporation.

7. APPRAISAL AND QUESTIONNAIRE FEEDBACK

Members received a report from the Clerk to the Corporation.

The committee reviewed the feedback received from members through the appraisal process and questionnaire. It was agreed that a questionnaire should be completed each year with the next one including enhanced inspection-related questions. ●

A discussion took place about concerns over the use of the VBR software and it was agreed that a move to Teams should be implemented with training being given to members at the March CPD event. A presentation on cyber security will also be given in March. ●

In relation to points raised about crisis management in the questionnaire, Gerry Tawton asked if the plan had been tested. Claire Foster advised that work had been done with managers. Ann Savage offered to assist with further testing and to provide additional planning information. ●

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 2020-21. It was noted that the Association of Colleges had issued an update to the Code which will be reviewed with a view to adopting the update from 1 August 2022.

Areas for further development were noted. A discussion took place about the need for external company directors for Eastern Enterprises whose main activity is the letting of office accommodation in Spalding. It was agreed that this was not necessary and that this section of the Code should be disappplied. ●

9. COMMITTEE ANNUAL REPORT

Members considered and approved the content of an annual report to be made to the Corporation.

10. GOVERNANCE SELF ASSESSMENT

Members reviewed and approved the governance self assessment for 2020-21.

A discussion took place about preparations for inspection. It was suggested that Claire Foster and Vicki Locke work with governors on this. ●

11. "SKILLS FOR JOBS" WHITE PAPER

Peter Cropley advised that the White Paper had implications for governance which should be reviewed. A proposal to include an external person on interview panels for senior post-holders was noted. Heather Lee suggested that this could provide an opportunity to engage with major employers who were not otherwise represented. ●

12. NEXT MEETING

It was noted that the next meeting of the committee would take place on 31 January 2022.