

## BOSTON COLLEGE

### MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 25 SEPTEMBER 2023

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#### 1. **PRESENT**

Claire Foster, Heather Lee, David Parnell, Gerry Tawton and Nick Worth.

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

Apologies for absence were received from Gavin Booth.

Meeting attendance: 83%

#### 2. **APPOINTMENT OF CHAIR**

Having been duly nominated, Heather Lee was appointed as Chair of the committee for 2023-24.

Heather Lee in the chair

#### 3. **APPOINTMENT OF VICE CHAIR**

Having been duly nominated, Gerry Tawton was appointed as Vice Chair of the committee for 2023-24.

#### 4. **ACTION LOG**

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

#### 5. **MINUTES**

The minutes of the meeting of the committee held on 12 June 2023 were reviewed and approved.

#### 6. **VACANCIES**

Members reviewed the skills analysis and considered two applications for reappointment.

Heather Lee

Heather Lee withdrew from the meeting whilst her application was considered and Gerry Tawton took the Chair in her absence.

The committee considered Heather's application for appointment for a second term. The committee noted that she made a significant contribution and brought key skills to the work of the Corporation. The additional responsibilities she has taken on as Vice Chair of the Corporation and Chair of the committee were noted. It was felt that her contribution was invaluable and the committee agreed to recommend that she be reappointed for a further four year term.

Heather Lee rejoined the meeting and was advised of the committee's conclusions.

Nick Worth

Nick Worth withdrew from the meeting whilst his application was considered.

The committee noted that Nick had already served two terms as a governor. The committee felt that his new position within South Holland District Council confirmed that he had vital knowledge and influence within the local community. This role was noted to be particularly significant given the likelihood of devolution. In addition, it was felt that a further term offered the Corporation stability and continuity at a time when there had been considerable movement in membership. The committee agreed to recommend that he be reappointed for a further four year term.

Nick Worth rejoined the meeting and was advised of the committee's conclusions.

The committee reviewed anticipated vacancies and agreed that they should be promoted with additional input from Heather Lee and Gerry Tawton about their experiences as a governor. ●

## **7. EXTERNAL GOVERNANCE REVIEW**

Members received a report from the Clerk to the Corporation on follow up from the review and the action plan.

Members reviewed the action plan and noted progress being made in addressing the review recommendations. It was noted that information had been received about the potential use of a Balanced Scorecard, Financial Scorecard and Accountability Framework. This information will be reviewed and recommendations on how they could be addressed by the Corporation will be brought to the next meeting of the committee. ●

## **8. CODE OF GOOD GOVERNANCE**

Members received a report from the Clerk to the Corporation.

The latest position on the updated Code was noted and any action to be taken will be reviewed when the new Code is released. The committee reviewed compliance with the existing Code. ●

## **9. APPRAISAL FEEDBACK**

Members received a report from the Clerk to the Corporation on key points raised in the annual governor appraisals.

The committee agreed that arrangements should be made for the Chair to have an appraisal next year, with the appraisal preferably being carried out by an experienced Chair of another college.

A discussion took place about how to support members new to roles on the Corporation and committees. The use of mentors and training materials were felt to be the best way to offer support. Points raised about board diversity will be addressed by publication of information in the committee's annual report.

The committee discussed link activities. Claire Foster suggested that governors could ask similar questions to Ofsted and it was agreed that the suggested questions would be updated. ●

## **10. NEXT MEETING**

It was noted that the next meeting of the committee will take place on 20 November 2023.