

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 9 JUNE 2025

1. **PRESENT**

Heather Lee (Chair), Gavin Booth, Mike Gildersleeves, David Parnell (from item 6) and Nick Worth.

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

Apologies for absence were received from Claire Foster.

Meeting attendance: 83%

2. **ACTION LOG**

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

Members noted that there were no new applicants to consider at this time. It was agreed that HR and Marketing should be asked to work together to create a recruitment campaign. Priority areas are accountancy, audit, cyber skills and commercial business experience. The updated skills analysis will produce more information on skills needs. ●

It was noted that the governance self assessment had not been discussed at the CPD event as there were minimal changes at that point.

The requirement for an external review of governance in 2025-26 was noted. A proposal has been received from the Association of Colleges and Janet Hemmant is to take advice on its acceptability and to get details of the potential reviewers within the proposal to share with the Chair. ●

3. **MINUTES**

The minutes of the meeting of the committee held on 31 March 2025 were reviewed and approved.

4. **VACANCIES**

Members were advised that there were currently three vacancies with another two due in the near future. It was noted that there was likely to be a shortage of representation from the South Holland area and it was agreed that Nick Worth and Mike Gildersleeves would discuss options for filling this gap. ●

The committee agreed that skills gaps should be noted on meeting agendas alongside the forthcoming vacancies information. ●

5. **GOVERNANCE DATA COLLECTION**

The committee agreed that the skills analysis and governance questionnaire should be sent to members for completion before the summer review meetings. ●

David Parnell joined the meeting

6. **WESTON COLLEGE**

Members received a report from the Clerk to the Corporation on the FE Commissioner Intervention Assessment of issues at Weston College.

The committee reviewed an analysis of Boston College's position against the recommendations and agreed that suggested actions should be implemented. The committee was concerned to ensure that college procedures document how it approaches these issues.

Specific decisions made by the committee included:

- reviewing transactions which could or do require permission under the Managing Public Money principles should become a routine part of management accounts reviewed by the Finance and Resources committee.
- Governors' declarations of interest should include close personal relationships which could impact on their role
- although recognising the recommendation that governor service should normally be limited to 2 terms of office, the reappointment of David Earnshaw for at least the next academic year is regarded as essential

7. **COMMITTEE RISK REVIEW**

Members received a report from the Clerk to the Corporation on a risk review which the audit committee had recommended should be carried out.

The committee considered the questions raised and agreed the following:

Risk	Response
i) the worst thing that the college could experience tomorrow or in the next 12 months	Instability in leadership, governors or staff
ii) the greatest challenges that the college faces in the next 12 to 24 months	Succession planning and governor recruitment
iii) the greatest opportunities that the college has in the next 12 to 24 months	Appointment of a new Chief Executive
iv) emerging events that could impact on the college either negatively or positively and should be watched	The changing political landscape and it's potential impact on funding

8. **NEXT MEETING**

It was noted that the next meeting of the committee would take place on 22 September 2025.