

**MINUTES OF A MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE**

HELD ON

**WEDNESDAY 7 DECEMBER 2016 AT 11:00 AM IN ROOM A7, AT THE ISLE OF WIGHT COLLEGE**

<b>Governors Present:</b>	Ms Ginnie Orrey	Chair
	Mrs Debbie Lavin	Principal
	Dr David Wake	Governor
	Ms Catherine Jackson	Support Staff Governor
	Mr Phil Truckel	Teaching Staff Governor

<b>In Attendance:</b>	Mr Brian Bowker	Clerk
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**ACTION**

**1/16 DECLARATION OF INTEREST**

There were no declarations of interest.

**2/16 MINUTES OF THE MEETING HELD ON 8 JUNE 2016**

The Committee APPROVED the Minutes of 8 June 2016 as a true record of the meeting.

**3/16 MATTERS ARISING FROM THE MINUTES OF 8 JUNE 2016**

The Clerk informed Members that all the matters arising had been addressed.

**4/16 MEMBERSHIP OF THE BOARD, COMMITTEE AND NEW APPLICATIONS**

Members considered the current membership and terms of office ending in 2017. The Clerk informed the meeting that Prof Nigel Hastings had expressed an interest in joining the Search & Governance Committee and relinquishing his role on the Audit Committee. Members supported this request.

The Clerk informed Members that he had spoken to Dr Nick England and Prof Nigel Hastings regarding their willingness to take on the role of Chair and Vice Chair of Corporation respectively. Given that both had confirmed their interest, it was agreed that a recommendation should be made to Corporation at the February 2017 meeting.

It was noted that discussion had taken place outside the meeting regarding extending Dr David Wake's membership for a further year from January 2017. It was agreed that a recommendation for an extension should be made to Corporation at the December meeting.

Members were informed that an application had been received from Mr Stephen Hastings to join the Corporation but, following interview, it was determined that Mr Hastings' skills set did not meet the current requirements of the Corporation. However, an application has been received from Mr Graham Cooper, currently a co-opted Member of the Audit Committee. The Principal stated that she had met with Mr Cooper and, having also worked with him on the Audit Committee for over four years, supported his application. Following discussion it was agreed that a formal interview would not be required and a recommendation to appoint should be made to the December Corporation meeting.

Members CONSIDERED the report and recommended the following to Corporation:-

- i. The current terms of Dr David Wake to be extended by one year
- ii. The appointment of Dr Nick England as a Governor and Chair of Corporation and Prof Nigel Hastings as Vice Chair of Corporation; following the retirement of Mr Peter Conway in July 2017
- iii. The appointment of Mr Graham Cooper as a Governor from January 2017.

**5/16 GOVERNANCE SELF ASSESSMENT REPORT 2015/16**

The Clerk took Members through the process for the 2015/16 Governance Self-Assessment. A lengthy discussion then ensued and the Principal stated that the current process provided an excellent review of governance but further work was required to clearly identify the contribution of Governors and the impact of their actions on College performance. It was agreed that further consideration should be given to the self-assessment process at the March 2017 Search & Governance meeting.

The Committee CONSIDERED the report.

**6/16 GOVERNANCE COMPLIANCE REGISTER**

Members considered the register and noted that there were no significant issues but the Clerk was asked to address the arrangements for recording mandatory updating training for Staff Governors.

**Clerk**

The Committee CONSIDERED the report.

**7/16 ANY OTHER BUSINESS**

The Staff Governors left the meeting at this point.

The Clerk suggested that a brief review of the current arrangements for the length of term of office for Staff Governors should take place. The reason for this was that Staff Governor terms of office are for two years, unlike the four year terms for other Governors. Following discussion it was agreed that the current arrangements should be retained because they provide an opportunity for more rapid turnover, thus providing development opportunities for staff.

**8/16 DATE OF NEXT MEETING**

Wednesday 1 March 2017 at 11.00am – A7.

Chairman \_\_\_\_\_ Date: \_\_\_\_\_

<p><b>MISSION STATEMENT</b>  <b>Putting Students First</b>  <b>Working for Employers</b>  <b>Supporting Our Community</b></p>
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