

MOULTON COLLEGE

SEARCH AND GOVERNANCE COMMITTEE

Minutes of the meeting held on Thursday, 19th December 2019

Present: Mr D McVean (in the Chair), Mr A Clarkson, Mrs C Harris,
Mr C Matts and Mr T Neville

In attendance: Mrs G M Hulley

19/51 Apologies for absence (Agenda item 1)

Apologies for absence were received from Mr A Thomson.

19/52 Declarations of interest (Agenda item 2)

There were no declarations of interest.

19/53 Minutes of the last meeting (Agenda item 3, Paper A)

The minutes of the last meeting held on the 24th October 2019 had been circulated previously. The minutes were approved as a true and accurate record.

19/54 Actions from last meeting and any matters arising (Agenda item 4, Paper B)

Action 19/46, Governance 2018-19

Initial work had commenced on a review of Governance KPIs to ensure they remained fit for purpose. A proposal would be circulated to Committee members for comment in January 2020 (**Action 27 – Clerk**). The Clerk would also re-circulate the Corporation self-assessment survey and TLA Committee survey (where relevant) by the end of the week. Findings from this would be used to inform the Governance self-assessment report in time for the internal audit in early January 2020.

Matters arising

Members registered their frustration with the papers received for the Corporation meeting to be held later that day. The agenda included too many items; reports were too long; and, cover sheets were missing in some instances. The Corporation now requires all papers, whether for Committee or full Corporation, to have a clear cover sheet summarising the paper and to have a clear ask of governors. The Clerk would circulate feedback on the Committee's recommended changes to the College Executive (**Action 28 – Clerk**).

Mrs C Harris arrived during the next agenda item.

19/55 Governance 2019-20 (Agenda item 4, Paper C)

a. **Recruitment:** Following the recent monitoring visit by the FE Commissioner, feedback had confirmed the need to prioritise a search for prospective Corporation members to have current quality, curriculum, and higher education experience. The details of two potential individuals were considered by the Committee. Although both had many strengths, they did not fulfil this requirement and would not be recommended. A prospective individual currently working at the University of Northampton had

registered an interest and his CV would be shared with members once received.

- b. **Meetings:** A proposal to reduce the number of Corporation meetings for the rest of the academic year was agreed and a recommendation would be made to the Corporation. The Clerk would upload all relevant dates to the calendar within Teams (**Action 29 – Clerk**).
- c. **Governor Development Day findings:** Findings were very positive from the last development day. The next governor development day was planned for Thursday, 30th January 2020 where the focus would be a review of the College's strategic plan and agreement of KPIs for the next 3 years.

Resolved: To receive the report.

- 19/56** **College Executive: Senior Post-holder (Agenda item 5, Paper D)**
Minutes of this discussion can be found in a confidential annex at the end of this document.
- 19/57** **Any other business (Agenda item 6)**
There was no other business.
- 19/58** **Date of next meeting (Agenda item 7)**
Thursday, 30th April 2020 at 8.30am in Thornby.