



**Full Governing Body Minutes**  
**Search & Governance Committee**

<b>Meeting</b>	Search & Governance Committee	<b>Date &amp; time</b>	28 <sup>th</sup> January 2020 @ 12 midday
<b>Location</b>	The Executive Board Room, Broadstairs College	<b>Status of minutes</b>	Part A
<b>Membership</b>	Jonathan Clarke (Chair), Charles Buchanan, Tim Kent		
<b>In Attendance</b>	Graham Razey (Group CEO) Sandy Foster (Interim Director of Governance & Corporate Services)		

	ITEM	COMMENTS	ACTION
1	<b>Welcome and Apologies</b>	The Chair welcomed everyone to the meeting. There were no apologies.	
2	<b>Declarations of Interest</b>	None declared apart from any standing declarations.	
3	<b>Minutes of the Meeting</b>	The minutes of the 14 <sup>th</sup> November 2019 were agreed as an accurate record of the meeting and signed.	
4	<b>Matters Arising</b>	None.	
5	<b>Chair's Report</b>	<p>5.1 <b>Governance Review</b> - the Chair thanked SF for her work towards the recent Governance Review. There was a discussion on next steps. It was agreed that the current governance model was disproportionate to the risks for the Group. SF advised that the review should not be a focus on one model of governance, but a hybrid of good governance practices which reflects the operating model and strategic aims. The Governance Review suggests a results outcomes focus, which will shift from the current operational and policy one.</p> <p>The Committee agreed that implementing changes needs some consideration so that the decision-making process can be correctly followed in a timely way for the next academic year which is the preference. Although the Committee have the scope to make recommendations to the Board on governance structures it was decided that a</p>	

		<p>working group would be appropriate given the importance of the change. It was agreed that the working group should have a range of governors so that it is representative in terms of age and gender. SF suggested that a Governance Strategy would be an appropriate start as a platform to develop good governance practices under. There was discussion on the required process which would require Board approval today, with the more detailed approach at the next meeting in March, with final approval in May or September. Members should include the Chairs of the Local College Boards CB/RB/MC/JK and PW and AL.</p> <p>5.2 Contact has not yet been followed up with a potential board appointment and so the Chair agreed to contact Ella Brocklebank from Jenners.</p> <p>5.3 <b>Local College Boards</b> – in accordance with the Governance Review the treatment of the IntoWork and WorkHigher Local Boards does require different consideration to the campus-based ones. GR has rethought the devolution options and the LCB could become companies with financial devolution. The Full Governing Body could be the Strategic Board. SF discussed with the Committee the possible tensions with local strategic outcomes and Group strategic outcomes which would need some structuring to avoid. Caroline Hicks has been proposed for the Canterbury LCB. She is an employee of Canterbury City Council. Kim Stoner has been proposed for the Broadstairs LCB. She is a former head-teacher and an educationalist therefore with a relevant network.</p> <p><b>RECOMMENDATIONS:</b> Caroline Hicks (Canterbury LCB) and Kim Stoner (Broadstairs LCB) for Local College Board membership.</p> <p><b>RECOMMENDATION:</b> Following receipt of the Governance Review by SF, approval to the process of a working group to review governance for final report in May/July 2020.</p>	<p>JC to discuss membership with EB.</p> <p>A working group to be established for the governance review for report at the end of the 2019/20 academic year.</p>
6	<p><b>Appointment of the Director of Governance &amp; Corporate Services</b></p>	<p>SF left the room. The Committee discussed the results of the recent appointment process for report to the Board.</p>	
7	<p><b>Confidential update on SPH matter</b></p>	<p>The Committee discussed the SPH employment dispute matter for report to Board.</p>	
8	<p><b>Performance review of the CEO update</b></p>	<p>GR left the room and CB advised that the CEO review would be finished March/April 2020. CB to talk with team and other governors. May report to the Committee by CB.</p>	<p>CB to undertake the performance</p>

			review of the CEO and report at the May 2020 meeting.
9	<b>Performance review of the Group Chair</b>	<p>CB left the room. There was discussion on the remuneration approval for the Chair from the Charity Commission and when it needed to be extended from. There was discussion on the governance review and how a remunerated chair would fit in the model. GR advised that he would be prepared to challenge the FE sector on remunerated chairs as the norm rather than the exception, but the outcome of the governance review would be good to have first. There needs to be a compelling argument on further extension for the remuneration order for the Chair, and it was agreed to include this as part of the governance review. The Remuneration Committee would be asked to consider the matter and it was also agreed to consider the performance of the Chair in the governance review when the demands are known.</p> <p><b>NOTED:</b> the proposals for the Chair performance review.</p>	
8	<b>Any other business</b>	None.	
9	<b>Matters considered confidential</b>	Item 7 SPH employment matter.	
10	<b>Date and time of next meeting</b>	19 <sup>th</sup> May 2020, 9am Executive Board Room, Broadstairs College	

There being no further business the meeting closed at 1.20pm

Signed: 

Print: 

Date: 19<sup>th</sup> May 2020