



REASEHEATH COLLEGE BOARD
SEARCH AND GOVERNANCE COMMITTEE
Minutes of the meeting held on 11 May 2023 at 2.00pm
Via MS Teams

Present: Marcus Clinton, principal (MC)
 Dr Elizabeth Harrison, independent, Chair, (EH)
 Chris Gaskell, independent (CG)
 Alastair Taylor, independent (AT)

In attendance: Jackie Schillinger, company secretary and head of governance (JS)

Part A unless stated.

| Item | Content |
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| 1. | WELCOME AND APOLOGIES FOR ABSENCE |
| 1.1 | Apologies were received and accepted from David Pearson and EH was appointed chair for this meeting in his absence. EH welcomed all to the meeting. |
| 1.2 | The meeting was quorate and remained quorate throughout. |
| 2. | DECLARATIONS OF INTEREST |
| 2.1 | There were no declarations of interest made to the meeting. |
| 3. | MINUTES AND MATTERS ARISING |
| 3.1 | RESOLVED: The minutes of the meeting held on 2 February 2023 were approved as a correct record. |
| 3.2 | Action Log update: JS updated members on the re-branding of the Student Association to the Student Union, which had been supported by the executive team and will be reported as a proposal to the board in due course with the refreshed constitution and annual report. She explained that there is no formal constitutional change envisaged and the name change is intended to align with other colleges, increase understanding and engagement and reflect the emphasis on student voice rather than only the social side of the association. The students who had presented to the executive team also noted that the acronym SA had in recent times become associated with an unwanted context with young people and this was another reason to change to the more recognisable SU. JS also confirmed that there is no need to change the corporation constitution student membership provisions. |
| 3.3 | RESOLVED: Assurance taken that action log is up to date and actions progressed, with the student association name change to be reported though to the board at its next meeting. |
| 4. | MEMBERSHIP REPORT |
| 4.1 | Board and committee membership and appointments for review and recommendation: JS presented the membership report recommendations. The meeting considered attendance, contribution and skills and experience, committees and governor link structure. The need to plan for succession to committees and lead governor roles was noted as a priority for the next meeting once the governance review had been completed. AT's offer to remain involved with the Quality and Standards Committee as a co-opted member for a short period if needed was received with thanks. Following the discussion, the following recommendations were agreed for approval by the board at its forthcoming meeting: |
| 4.2 | RESOLVED: <ol style="list-style-type: none"> 1. Thanks to Alastair Taylor for his service and contribution to the board as he steps down at the end of July, with a chance to express our thanks to him at the board meeting lunch in July. 2. Thanks to Karol Bailey as she steps down from her role, with the recommendation below that she provides specific input on EDI and SEND in an associate role. 3. Re-appointment of Professor Eunice Simmons for a further period of 3 years. 4. Appointment of Karol Bailey as an associate governor for a period of 1 year with a portfolio of SEND (Foundation) lead governor and EDI lead governor, with Karol asked to join the |

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| | <p>Quality and Standards Committee to ensure SEND and EDI aspects link into curriculum and quality at a governance level.</p> <p>5. Recommendation that the board consider the role of Senior Independent Governor in line with the wider governance development plan as part of the external governance review response.</p> <p>6. Jane Cowell as chair designate to join the Search and Governance Committee.</p> <p>7. Jane Cowell to Chair the Quality and Standards Committee in 2023-24, with a Vice Chair to be appointed by the committee in its autumn term meeting.</p> <p>8. Other aspects of membership recruitment and succession planning to await full consideration of the external governance review by the board and the ensuing governance development plan, and that the committee considers committee and lead governor succession fully at its next meeting.</p> |
| 4.3 | <p>Strategy and Development Session Agenda: JS presented the proposed agenda for approval. Following discussion, it was agreed that more time was needed to digest and feedback on the initial draft of the review and this session should be postponed to a later date. It was agreed that a development session on SEND provision and performance at college could be included instead. <i>Action: JS to inform the external reviewer to postpone and make arrangements for an alternative session.</i></p> |
| 4.4 | <p>RESOLVED: The development and strategy session agenda for 25 May 2023 is approved subject to the amended session 2.</p> |
| 5. | <p>EXTERNAL GOVERNANCE REVIEW</p> |
| 5.1 | <p>Draft report and recommendations: Members had received the draft report in advance of the meeting. JS reported back on a meeting with the chair and principal held that morning to discuss initial feedback and the meeting discussed the report. It was agreed that feedback be collated, and time taken to feedback and discuss with the external reviewer before presenting the facilitated session to the full board. <i>Action JS to collate and feedback comments on initial draft</i></p> |
| 5.2 | <p>RESOLVED: Feedback and further discussion with the external review team is recommended on the initial governance review draft to ensure it is delivering intended outcome for the board's improvement drive.</p> |
| 5.3 | <p>Draft new AoC Code of Governance: JS presented the proposed draft and context and noted that the revised approach had been generally very well received by the sector and would be appropriate for the corporation to adopt. She reported back from a recent governance professional network meeting that confirmed a final draft will be published in the summer and the board should be able to adopt the code once the final version is available.</p> |
| 5.4 | <p>RESOLVED: Assurance taken on appropriateness of the new code and recommendation that the board adopts it once a final version is available.</p> |
| 6. | <p>CALENDAR OF MEETINGS AND CYCLE OF BUSINESS</p> |
| 6.1 | <p>RESOLVED: Draft calendar and cycle of business for 2023-24 recommended to the board for approval at its July meeting, pending development of aspects over the year in conjunction with the board development plan.</p> |
| 7. | <p>MATTERS TO REPORT TO THE BOARD/OTHER COMMITTEES</p> |
| 7.1 | <p>The chair checked that all had raised any matters they wished to, and all agreed to report the recommendations reported in the minutes to the board in the committee chair's report.</p> |
| 8. | <p>ANY OTHER BUSINESS</p> |
| 8.1 | <p>There was no other business reported to the meeting.</p> |
| 9. | <p>DATE OF NEXT MEETING</p> |
| 9.1 | <p>RESOLVED: The date of the next meeting is Thursday 12 October 2023 at 2pm on Teams</p> |

The meeting closed at 3.30pm.

Approved as a correct record: 12 October 2023

Elizabeth Harrison