



REASEHEATH COLLEGE BOARD
SEARCH AND GOVERNANCE COMMITTEE
Minutes of the meeting held on 11 March 2024 at 2.00pm
Via MS Teams

Present: David Pearson, independent, chair (DP)
 Marcus Clinton, principal (MC)
 Dr Elizabeth Harrison, independent (EH)
 Jane Cowell independent (JC)

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

Part A unless stated.

Item	Content
1.	Apologies and Declarations
1.1	Apologies were received and accepted from Chris Gaskell. No declarations were made to the meeting, except that EH took no part in resolution 2.2.1.
2.	Meeting Minutes
2.1	RESOLVED: The Minutes of the meeting 12 October 2023 and the Part B minutes of the meeting held on 16 January 2024 were approved as a correct record.
2.2	RESOLVED: Following the meeting held on 16 January 2024, the recommendation from that meeting to the Board is: <ol style="list-style-type: none"> 1. Elizabeth Harrison appointed to the role of Senior Independent Governor from 1 May 2024 for the period to 31 July 2025, with re-appointment possible at that time. 2. Mike Gorton appointed to the role of Vice Chair from 1 May 2024 for the period to 31 July 2025 with re-appointment possible at that time.
3.	Membership and Succession Planning
3.1	Board and committee appointments and recruitment plan: the committee considered current membership, expiry of terms of office, updated skills matrix, committee membership and roles and succession planning for governor recruitment and specific roles on the Board. It reported good progress on succession planning with numerous expressions of interest and it expected to be able to recommend appointments for new members in July with skills in estates management and property development, as well as stakeholder engagement/civic/community, following the appropriate formal process. The committee agreed focus for further recruitment for the coming academic year to include HR, education quality and finance expertise as priorities. JC as incoming chair confirmed that she will arrange one to one meetings with members/associate members over the summer term. The committee agreed to further consider current associate roles, with any re-appointment recommendations to these roles, as well as any new member appointments at the next meeting in July.
3.2	The meeting reflected on the Sparsholt visit in February where governors met with Sparsholt governors and head of governance and shared good governance structures and practice. It considered the benefit of a Curriculum, Skills and Stakeholder Committee, with that committee taking the lead on the external engagement agenda identified as a possible role for a second vice chair – meaning that there would be no need to appoint to a second vice chair role. It was noted that one of the potential new governors going through the application process has the skills, experience, and motivation to lead on this agenda and chair this committee, which would be able to look holistically across FE, HE, apprenticeships and commercial delivery and be a home for the Board's 'duty to review' how well the college is meeting skills needs. Following discussion, it was agreed to flag this idea to the Board and to bring a full proposal to the Board in the July meeting.

3.3	<p>RESOLVED: Following consideration (and subsequent communication from existing members), the committee recommended several appointments to ensure continued effective governance:</p> <ol style="list-style-type: none"> 1. Andrew Fletcher re-appointed as a member of the Board for a short period to 31 July 2024, after which Andrew will step down but remain involved as an external member of the farm steering committee. 2. Mike Gorton appointed to the role of Safeguarding Lead Governor from 1 April 2024 3. Angela Potter appointed to chair the Finance and General Purposes Committee from its next meeting. 4. Jane Cowell appointed to the Finance and General Purposes Committee and the Remuneration Committee. 5. Claire Blanchard appointed to the Higher Education Committee as a co-opted external member providing higher education quality expertise to the committee from its next meeting, for a period to 31 July 2025, with re-appointment possible.
4. 4.1	<p>4. Governance Development Plan</p> <p>Progress monitoring: The committee considered the monitoring report on the governance development actions and considered good progress was being made. It noted that the recruitment of governors was the main item at the current meeting, with the action on stakeholder engagement to be developed in the summer term. The committee agreed that the mapping of current governance practice against the revised Code of Governance and the HE Code of Governance be reported to the May Search and Governance Committee meeting.</p>
5. 5.1 5.2	<p>5. Risk Report to Audit Committee/Escalation to Board</p> <p>Review Strategic Risk 4 – governance and strategic leadership: The committee considered the good progress on the strategic planning development with the January staff strategic conference, the Board level strategic sessions and the recent away event to Sparsholt. It noted that the draft strategic plan will be further considered in March and May and brought for approval in July. Strategic monitoring reporting continues to be made termly to the full Board, including reports against college level KPI. The committee noted that the college has recently had its annual strategic conversation with representatives from the ESFA and the FE Commissioner’s team and the outcome circulated to governors. On governor succession planning and governor recruitment, the committee considered higher education quality, stakeholder engagement/civic/communications and estates management and property expertise was promising, with a focus now also on quality, HR, and finance, with recommendations coming through to the Board.</p> <p>5.2 RESOLVED: The committee reports its view that strategic risk in relation to governance and strategic leadership continues to be actively managed.</p>
6. 6.1	<p>6. Any other Business</p> <p>The meeting thanked David Pearson for chairing and contributing to the governance of the college as a member of the committee during his tenure.</p>
7. 7.1	<p>7. Impact Evaluation</p> <p>How has this meeting impacted on Board effectiveness</p> <ol style="list-style-type: none"> 1. Evaluation of the Board’s composition and balance to ensure maximum effectiveness. 2. Sustainability of the quality of Governance by on-going monitoring of Governors’ skills and experience, and by detailed timely succession planning 3. Reviewing the effectiveness of the Board and its sub-committees. 4. Actioning process for appointing new members with several proposals coming forward to the Board.
8. 8.1	<p>8. DATE OF NEXT MEETING</p> <p>RESOLVED: The date of the next meeting was confirmed as Thursday 16 May 2024 at 2pm.</p>

The meeting ended at 3.15pm

Approved as a correct record 16 May 2024

Chair Jane Cowell