



TRURO AND PENWITH COLLEGE CORPORATION



Search and Governance Committee

Minutes of the Search and Governance Committee
held on 21 January 2021 via Teams

Members: Mrs L Batchelor, Mr R Crossland (Chair), Dr E Sheridan,
Mr R Townsend, Mr M Tucker and Mr A Young

Also Present: Mrs A Winter (Clerk to the Corporation)

Item	Discussion/Decision	Action
21/01	Minutes The minutes of the meeting held on 15 October 2020 were APPROVED as a correct record.	
21/02	Matters Arising 02.01 Teaching School (Minute 20/11.02) The Principal reported that the bid by the Roseland Academy to establish a new Teaching School Hub had been submitted and the outcome was awaited. The College had been working closely with the Roseland Academy on this proposal. 02.02 Safeguarding (Minute 20/15) The Committee was pleased to note the appointment of a new Assistant Safeguarding Officer to expand the team. 02.03 Memoranda of Understanding (Minute 20/16) Work towards the development of MoUs with Callywith College and with Truro and Penwith Academy Trust (TPAT) were progressing. 02.04 SW Institute of Technology (Minute 20/16) Advice from Stephens Scown was being sought to clarify the extent of the governor responsibilities with regard to the SW IoT. 02.05 FE White Paper (Minute 20/18) The publication of the FE White Paper had been further delayed but was expected immanently. 02.06 Convene (Minute 20/22) The option to print documents direct from Convene was now available, although this facility depended on a modern printer specification.	Principal to take forward
21/03	Succession Planning This confidential item is separately minuted.	

21/04	Review of Corporation and Committee Membership <p>The Chair and Principal reported on conversations with four prospective governors who might be interested in joining the board later in the year and who would bring a range of useful skills and experience.</p> <p>As only one retirement was expected this summer, potential new recruits could increase the total membership. It was AGREED that the overall size of the board, length of service of each governor and general profile should be kept under review, in line with the Code of Good Governance.</p>	<p>Chair/ Principal to maintain contact with candidates</p> <p>S&G to review</p>
21/05	Governance Self-Assessment Review 2021 <p>The Clerk reminded the Committee that the two-yearly governance review was due to take place in 2021 and suggested that the process was streamlined with an online survey to capture the views of governors.</p> <p>The Chair and Clerk agreed to consider the content of the survey before bringing a draft to the next meeting.</p>	<p>Chair/Clerk to discuss</p>
21/06	Chair and Vice-Chair Appointment Procedure and Roles <p>The Committee reviewed the Appointment Procedure and Chair Role Description and was satisfied they remained fit for purpose.</p>	
21/07	AoC/CDN Report: Governing a College Using Virtual Means <p>The Committee considered the conclusions and recommendations arising from the recent study considering governance arrangements during the pandemic and providing advice on virtual meetings.</p> <p>Governors agreed the suggestions for managing online meetings were useful and would be incorporated into current practice where appropriate.</p>	<p>Clerk & Chair to take forward</p>
21/08	HE Governance: Office for Students Insight Brief 7 <p>The Committee NOTED the OfS update explaining the consultation process during 2020/21 to review and reset the regulatory requirements, with a move to a principles-based approach.</p>	
21/09	Any Other Business <p>The Principal reported that:</p> <ul style="list-style-type: none"> Valency (IoT) - Covid issues had caused a delay and completion was now due in mid-February Stadium – a project meeting was due to take place on 22 January and changes to the proposals were likely to be discussed FE White Paper – the White Paper would include a number of new governance requirements STEM Skills Centre (Bodmin) – new building named Ottery Getting Building Fund – an opportunity had arisen to bid for additional funding through the Local Enterprise Partnership (LEP) and the College was preparing a proposal which would add a mezzanine floor to Ottery Teacher Assessed Grades – a 2-week consultation had been launched by DfE on exams and assessment in 2021. 	
21/10	Date of Next Meeting <p>The Committee would next meet at 12.30 pm on Thursday 13 May 2021.</p>	<p>ALL to note</p>