



# TRURO AND PENWITH COLLEGE CORPORATION



## Chairs' Standing Committee/Search & Governance Committee

**Minutes** of the meeting  
held on Thursday 19 January 2023 at Truro College

Members: Mrs L Batchelor, Mr J Burnett (Chair), Mrs S Sanderson, Mr R Townsend,  
Mr M Tucker and Mr A Young

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

Item	Discussion/Decision	Action
23/01	<p><b>Minutes</b></p> <p><b>01.01 Search and Governance Committee</b></p> <p>The Minutes of the meeting held on 20 October 2022 were <b>APPROVED</b> as a correct record, subject to the correction of a date.</p> <p><b>01.02 Chairs' Standing Committee</b></p> <p>The Minutes of the meetings held on 29 September and 20 October 2022 were <b>APPROVED</b> as a correct record, subject to a point of clarification.</p>	<p>Clerk to amend</p> <p>Clerk to amend</p>
23/02	<p><b>Matters Arising</b></p> <p>Governors noted that:</p> <ul style="list-style-type: none"> <li>• Ottery building work was progressing well and OFS funding would be used towards the costs</li> <li>• a new appointment to lead on sustainability had not yet been made</li> <li>• Lyn Gooding had agreed to become the Lead Governor for SEND</li> <li>• Governor appraisal would be considered at the next S&amp;G meeting.</li> </ul>	<p>Clerk for May agenda</p>
23/03	<p><b>Review of Corporation and Committee Membership</b></p> <p>The Committee was sorry to hear that Robert Owen had tendered his resignation. Governors thanked him for his significant contribution to the work of the governing body.</p> <p>Members also noted the terms of office that were due to end in 2023 which included Robert Townsend, Michael Cooper and Adam Wheeldon (non-governor member of the Audit Committee). Potential vacancies/re-appointments, skills needs, and recruitment would be considered at the next meeting.</p> <p>An HE Student Governor had been nominated and the appointment would be confirmed by the Corporation at its next meeting.</p>	<p>ALL to consider</p> <p>Clerk to liaise with nominee</p>

23/04	<p><b>External Review of Governance Update</b></p> <p>The Committee noted that the External Reviewer (Fiona Chalk) had started work on the review and had begun discussions with Chairs. The review work would continue this term.</p>	
23/05	<p><b>College and Local Authority Accountability Agreements</b></p> <p>The Committee considered DfE guidance issued in December 2022 explaining the new condition of funding. Colleges were required to complete an annual accountability statement by the end of May 2023 setting out how they were contributing to the priorities in the Local Skills Improvement Plan (LSIP) and to national priorities.</p> <p>The Cornwall LSIP was still under development, but draft priorities were expected to be available by the end of March. The College was working with the Federation of Small Businesses on the LSIP and would be preparing the Accountability Agreement for approval by governors in time for the May submission deadline.</p>	Clerk for March Corporation and next agenda
23/06	<p><b>Industrial Action Update</b></p> <p>This confidential item is separately minuted.</p>	
23/07	<p><b>Callywith College Proposals</b></p> <p>This confidential item is separately minuted.</p>	
23/08	<p><b>Senior Management Team Recruitment</b></p> <p>This confidential item is separately minuted.</p>	
23/09	<p><b>Further Education Commissioner Annual Report 2021/22</b></p> <p>The Committee <b>NOTED</b> the annual report with interest and discussed the key findings arising from the report.</p>	
23/10	<p><b>Any Other Business</b></p> <p><b>10.01 Prevent Training</b></p> <p>A training session would be provided for those governors unable to take part in November and Callywith Trustees would be invited to participate in the online session.</p> <p><b>10.02 Truro and Penwith Academy Trust (TPAT)</b></p> <p>The Committee noted that Scott Cryer had resigned from the Board of TPAT which created a vacancy for a College-appointed trustee.</p> <p>Following consideration, the Committee <b>RECOMMENDED</b> to the Corporation the appointment of Martin Tucker.</p> <p><b>10.03 Governor Resignation</b></p> <p>The Committee was sorry to hear that Allister Young would be tendering his resignation from the end of March 2023. Governors thanked him for his significant contribution to the work of the governing body and particular oversight and support with finance activity.</p>	Clerk to arrange session  Recommendation for Corporation

<b>23/11</b>	<b>Dates of Next Meetings</b> <ul style="list-style-type: none"><li>• Chairs' Standing Committee - Thursday 2 February 2023 at 12.00 noon (via Teams)</li><li>• Search and Governance Committee – Thursday 11 May 2023 at 12.30 pm</li></ul>	ALL to note
--------------	--	-------------