



TRURO AND PENWITH COLLEGE CORPORATION



Search & Governance Committee

Minutes of the meeting
held on Thursday 11 May 2023 at Truro College

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

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

Item	Discussion/Decision	Action
23/20	<p>Minutes</p> <p>The Minutes of the meeting held on 9 March 2023 were APPROVED as a correct record.</p>	
23/21	<p>College and Local Authority Accountability Agreement</p> <p>The Committee considered the draft Accountability Statement setting out the College's response to local, regional and national skills priorities and the Local Skills Improvement Plan (LSIP).</p> <p>The Committee welcomed the Statement which provided a clear summary of the way the College was addressing skills shortages and future skills needs.</p> <p>Governors asked that the level of collaboration with employers, stakeholders and the local community was given greater emphasis in the Accountability Statement as this was fundamental to the College's approach to curriculum development.</p> <p>Also, the Committee suggested the inclusion of specific targets to strengthen the actions and objectives identified in the Statement.</p> <p>In addition, Governors felt the essential competences provided by Level 1 and Level 2 qualifications should be highlighted, as crucial to developing vital skills.</p> <p>Following discussion, and subject to amendments, the Committee APPROVED the Accountability Statement (on behalf of the governing body) for submission by the 31 May.</p>	<p>MT to amend & re-circulate, as discussed</p>
23/22	<p>Succession Planning and Governor Recruitment</p> <p>The Committee discussed the current membership and terms of office that were due to end in the coming year and reviewed the skills needs of the Board and committees. The Committee identified a particular need to strengthen financial skills, employer/business experience and educational expertise.</p> <p>Recruitment material had been refreshed and governor opportunities would be promoted via social media and other channels.</p>	<p>AW to follow up</p>

	<p>Also, further discussions were being taken forward with individuals who had expressed a potential interest in College governance.</p> <p>The Committee agreed to RECOMMEND to the Corporation the appointment of Katie Ashworth to the Finance & General Purposes Committee.</p>	<p>MT to take forward</p> <p>Recommendation to Corporation</p>
23/23	<p>External Review of Governance – Next Steps</p> <p>The Committee reviewed the proposed action plan based on the recommendations and suggestions raised by the External Review of Governance (ERG) and discussion of the ERG findings by governors and senior management on 3 May.</p> <p>The Committee AGREED to prioritise the following actions:</p> <ul style="list-style-type: none"> • to implement an annual conversation between governors and Senior Management Team to consider strategic priorities and board priorities for the coming year • to introduce a monthly Principal’s Update to governors to free up space in board agendas for strategic thinking and discussion • to develop a KPI dashboard to present key data to governors in a succinct format • to circulate governor and SMT biogs to improve leverage of the specific skills, knowledge and experience of individuals • create a visual diagram to help clarify governance responsibilities and roles in relation to sponsored trusts and partner organisations (TPAT, Callywith College, Institute of Technology) • create additional opportunities for governors to engage informally with students and staff outside meetings (eg. during learning walks and deep dives) <p>Following consideration, the Committee APPROVED the Action Plan.</p>	<p>MT/AW and S&G to take forward</p>
23/24	<p>Governor Appraisal</p> <p>The Committee discussed appraisal processes and noted that the Chair was currently progressing with informal one-to-one conversations with individual governors to discuss engagement, future intentions, interests and succession. The intention was for the Chair to conduct one-to-one chats with governors on an annual basis.</p>	
23/25	<p>Truro and Penwith Academy Trust (TPAT) Members and Trustees</p> <p>The Committee reviewed the current Members, Trustees and terms of office of the sponsored multi-academy trust (MAT).</p> <p>The Committee NOTED that David Walrond had recently resigned as a Member. As he became a Member by virtue of being an original signatory, his resignation did not create a Member vacancy.</p>	
23/26	<p>Callywith College Trust Members and Trustees</p> <p>The Committee reviewed and NOTED the current Members, Trustees and terms of office of the sponsored single academy trust (SAT).</p>	

	<p>The Committee went on to discuss the complexity and conflicts of interest arising from the sponsorship arrangements and close relationship, particularly tensions associated with student recruitment and growth at Callywith. The opening of the Truro & Penwith College STEM and Health Skills Centre (Ottery) would create further logistical complexities which were being discussed with colleagues at Callywith.</p> <p>Following discussion, governors SUGGESTED that a meeting of the MoU Steering Group could be helpful to continue dialogue and take forward developments.</p>	AW to convene meeting
23/27	<p>Updated DfE Governance Guide</p> <p>The Committee reviewed the key changes to the DfE Governance Guide. Governors NOTED new sections introduced:</p> <ul style="list-style-type: none"> • a requirement to have a lead governor to help discharge responsibilities for students with Special Educational Needs and Disabilities (SEND) • HM Treasury requirements and restrictions on executive pay (as a result of the ONS reclassification of colleges within the public sector). 	
23/28	<p>Any Other Business</p> <p>The Principal provided a brief update on staff pay communications with union representatives and the National Joint FE Trade Union negotiations with the AoC. The joint unions had put forward a pay claim of 15% for 2023/24 and an AoC recommendation was awaited.</p>	
23/29	<p>Date of Next Meeting</p> <p>The Committee would meet on Thursday 12 October 2023 at 12.30 pm</p>	ALL to note