



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

21/04	<p><b>Review of Corporation and Committee Membership</b></p> <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 <b>AGREED</b> 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&amp;G to review</p>
21/05	<p><b>Governance Self-Assessment Review 2021</b></p> <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	<p><b>Chair and Vice-Chair Appointment Procedure and Roles</b></p> <p>The Committee reviewed the Appointment Procedure and Chair Role Description and was satisfied they remained fit for purpose.</p>	
21/07	<p><b>AoC/CDN Report: Governing a College Using Virtual Means</b></p> <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 &amp; Chair to take forward</p>
21/08	<p><b>HE Governance: Office for Students Insight Brief 7</b></p> <p>The Committee <b>NOTED</b> 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	<p><b>Any Other Business</b></p> <p>The Principal reported that:</p> <ul style="list-style-type: none"> <li>• Valency (IoT) - Covid issues had caused a delay and completion was now due in mid-February</li> <li>• Stadium – a project meeting was due to take place on 22 January and changes to the proposals were likely to be discussed</li> <li>• FE White Paper – the White Paper would include a number of new governance requirements</li> <li>• STEM Skills Centre (Bodmin) – new building named Ottery</li> <li>• 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</li> <li>• Teacher Assessed Grades – a 2-week consultation had been launched by DfE on exams and assessment in 2021.</li> </ul>	
21/10	<p><b>Date of Next Meeting</b></p> <p>The Committee would next meet at 12.30 pm on Thursday 13 May 2021.</p>	<p>ALL to note</p>