



TRURO AND PENWITH COLLEGE CORPORATION



Search and Governance Committee

Minutes of the Search and Governance Committee
held on 6 November 2019 at Truro College.

Members: Mrs L Batchelor, Mr R Crossland (Chair), Dr E Sheridan, Mr D Walrond
and Mr K Wilson

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

Item	Decision	Action
19/29	<p>Minutes</p> <p>The minutes of the meeting held on 9 May and 11 July 2019 were APPROVED and signed as a correct record.</p>	
19/30	<p>Matters Arising</p> <p>The Committee NOTED that all actions had been progressed as agreed.</p>	
19/31	<p>Review of Membership and Succession Planning</p> <p>31.01 Principal Recruitment</p> <p>Following David Walrond’s recent announcement of his intention to retire in August 2020, the Committee discussed the recruitment process and selection arrangements. In order to expedite the process, on behalf of the Corporation, the Committee APPROVED:</p> <ul style="list-style-type: none"> • dates for the key stages in the recruitment process • an advertisement for publication in the TES and online including salary band • an application pack for prospective candidates including job description and person specification • membership of the selection panel (subject to availability) • structure of the 3-day interview programme to take place in January 2020. <p>Further consideration of the post and recruitment process would take place at the Governors’ Residential Conference on 22/23 November.</p> <p>31.02 Corporation Membership</p> <p>The Committee considered the current membership of the Corporation and committees, noted the governor terms of office that were due to end during 2020 and discussed the implications for the governing body. Following consideration, the Committee AGREED:</p>	<p>Personnel Officer/Clerk to take forward arrangements</p> <p>Chair to approach potential panel members</p>

	<ul style="list-style-type: none"> to advertise governor vacancies in local media in the New Year to promote governor opportunities via parent information evenings in January 2020 to approach a number of individuals to highlight opportunities and to encourage applications to RECOMMEND to the Corporation the appointment of Peter Callen as Vice-Chair of the Finance and General Purposes Committee. 	<p>Publicity Officer/Clerk to take forward</p> <p>Chair/Governors to approach relevant individuals</p> <p>Recommendation for Corporation</p>
19/32	<p>Truro and Penwith Academy Trust: Members and Trustees</p> <p>The Committee noted that Bob Crossland had recently stepped down from his role as a College-Appointed Trustee.</p> <p>Following discussion, the Committee AGREED to recommend to the Corporation the appointment of Scott Cryer (College Finance Director) as a replacement, subject to discussion with the TPAT Chair.</p> <p>It was also suggested that it would be useful to agree a process for the selection and appointment of Trustees in future.</p>	<p>BC to discuss with TPAT Chair</p>
19/33	<p>Callywith College Trust: Members and Trustees</p> <p>The current Members and Trustees of the Callywith College Trust were NOTED.</p>	
19/34	<p>Institute of Technology (IoT) Governance Arrangements</p> <p>The Principal explained that the SWIoT had been established as a company limited by guarantee and the Board comprised a Director from each of the seven educational partners and three anchor employers involved in the Institute.</p> <p>The Committee NOTED that the agreement with the DfE included the option for the College to buy itself out of the partnership if there was a need to do so.</p> <p>Following discussion, it was AGREED that further clarification would be sought about the relationship of the IoT Board to the Corporation and the extent of any Governor responsibilities for the finances and operation of the IoT.</p>	<p>DW to seek legal clarification</p>
19/35	<p>Review of Governance 2019</p> <p>The Committee considered:</p> <ul style="list-style-type: none"> governance self-assessment questionnaires governor skills audit an overview of the gender, age, ethnicity and disability of governors an assessment against governance performance indicators. <p>Responses and feedback were very positive with 13 of the 17 respondents assessing the overall performance of the governing body as 'Outstanding'.</p> <p>The Committee reviewed feedback, and indicators and agreed to produce an action plan based on the findings of the review.</p>	<p>Clerk to compile action plan</p>

19/36	<p>AoC College Governance Survey Results 2019</p> <p>The Committee received and NOTED an AoC report summarising the main findings of a recent survey of UK college governance .</p>	
19/37	<p>Any Other Business</p> <p>37.01 Teaching School</p> <p>As the Principal was currently the designated National Leader for Education (NLE) for the Cornwall Teaching School, confirmation was being sought to check there were no implications for the teaching school as a result of his forthcoming retirement.</p> <p>37.02 AoC's Future Governance Arrangements</p> <p>Governors NOTED the key proposals for the AoC's future governance structure and arrangements.</p> <p>37.03 Office for Students</p> <p>The Committee NOTED the key themes and analysis arising from the OfS registration process for 2019/20. Any specific OfS recommendations for the College would be addressed by the HE Quality Assurance Group.</p> <p>37.04 Governor Training and Development</p> <p>The Committee NOTED the annual Governance Summit on 31 March 2020 in London and suggested that the opportunity should be offered to governors to attend and report back on this event.</p> <p>It was NOTED that bespoke training delivered locally on a specific topic could be arranged, if required.</p>	Chair to seek a nominee
19/38	<p>Date of Next Meeting</p> <p>The Committee would next meet at 12.30 pm on Thursday 23 January 2020.</p>	ALL to note