



## Search & Governance Committee

**Monday 13<sup>th</sup> June 2016**

### Minutes

**Present:**

**Governors:**

Ben Charles  
Delia Goldring  
Ian Phillips (Chair)  
John Rubinstein  
Hem Savla

**In Attendance:**

Beth Yap

1.	Governance
2.	Minutes of the Previous Meeting
3.	Matters Arising
4.	Review of the Board and its Committees
5.	Area Based Reviews
6.	AOB
7.	Dates of Next Meetings

Minute	Decision or Recommendation	D/R
1.3	To recommend the Governance Protocol to the Board for approval.	R
1.4	To approve the meeting dates for the next academic year.	D
4.2.1	To invite Heidi Dixon to become a co-opted member of the Audit Committee.	D
4.2.2	To appoint Amanda Forshaw as a member of the Quality & Standards Committee for a full term of four years.	R

#### 1. Governance

##### 1.1 Apologies for Absence

Peter Hammond.

##### 1.2 Declaration of Interest

None.

##### 1.3 Governance Protocol Update

The Clerk informed the Committee of a number of minor changes that she had made to the Governance Protocol, which included the removal of references to documents and policies that were no longer in place.

The Committee agreed to recommend the Governance Protocol to the Board for approval.

##### 1.4 Meeting Dates

The Committee reviewed and approved the draft list of meeting dates for the next academic year, noting that these had been checked against various religious holidays.

##### 1.5 Governor Self-Assessment

The Committee reviewed and approved the self-assessment form to be circulated to all governors at the July Board meeting, noting that this

followed the same format as last year.

## 2. Minutes of the Previous Meeting

2.1 The minutes of the meeting of 8<sup>th</sup> February 2016 were approved and signed.

2.2 As no minute was deemed to be confidential it was agreed that the minutes be uploaded to the College website in their entirety.

BY to upload to web

## 3. Matters Arising

1.5 The Clerk has spoken to governors who requested further safeguarding training and confirmed that the Annual Strategy & Training Event met their needs.

## 4. Membership

### 4.1 Membership of the Board

The Committee noted that Peter Hammond's term of office is due to expire in July 2016 and discussed the skills currently required on the Board.

Governors agreed that the Audit Committee needs further strengthening and the Board should seek a candidate with audit experience.

BY to post on SGOSS. IP to contact academy ambassadors.

### 4.2 The Structure and Membership of Committees

#### 4.2.1 Membership

The governors discussed in detail the various committees and agreed that they are currently all working well. The Chair of Audit explained that the Committee is lacking input from staff since the resignation of Mary McHugh. Therefore, after some discussion governors agreed to invite Heidi Dixon to become a co-opted member of the Audit Committee.

JR to invite HD to join Audit Committee.

#### 4.2.2 Amanda Forshaw

The Committee discussed the skills and experience of Amanda Forshaw, who was recently elected as teaching staff governor. It was agreed to recommend to the Board that Amanda be appointed as a member of the Quality & Standards Committee for a full term of four years.

#### 4.2.3 Vice Chair Succession

The Chair reminded the Committee that at the March Board meeting governors were invited to self-nominate for the position of Vice Chair of the Corporation and Fenton Higgins and Peter Green have put themselves forward. The Committee discussed the benefits of having two Vice Chairs for a period of two years, when the current Chair's term of office comes to an end.

Governors went on to discuss committee membership as a result of the change of Vice Chair and requested that the Chair approach Peter Green to discuss moving from the Audit

IP to contact PG regarding changing committees.

**5. Area Based Reviews**

John Rubinstein informed the Committee that the area review process has been halted, so all London sub-regions are reviewed at the same time, and won't reconvene until autumn 2016.

John also went on to explain that he has liaised with FE Advisor, Matt Atkinson, who will recommend that Woodhouse remain a Sixth Form College for the time being but retains the option to academise at a later date. The Committee noted that a number of conversations are taking place between John and other institutions to discuss potential partnerships.

**6. Any Other Business**

The Committee discussed the Premises Working Party, which was established as an informal sub-group of the Finance & Operations Committee to focus on improving the campus, and agreed that this was no longer needed due to the upcoming completion of the reception project. The Finance & Operations Committee will reassert its role in oversight of strategic planning for the campus and to assess project performance.

The Chair informed the Committee that the governors' dinner would be taking place in August.

**7. Dates of Next Meetings**

4<sup>th</sup> July 2016

BOARD

The meeting concluded at 7:42pm