

Minutes Part I

Search, Governance and Remuneration Committee	
Meeting Time and Date	1600 on 20 June, 2018
Meeting Location	Room H2, Enfield
Present	Roger McClure (Chair) Doug Fussell (Vice Chair) Don Gratton
	Malcolm Goodwin (Principal) Joanne Coffey (Clerk)
Apologies	
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	Action
<p>1. Apologies</p> <p>1.1. None.</p>	
<p>2. Declaration of Interests</p> <p>2.1. None.</p>	
<p>3. Minutes (Decision)</p> <p>Resolved to</p> <p>3.1. Approve the minutes of the Search and Governance Committee meeting held on 12 March 2018 as a correct record and authorise the Chair to sign them.</p>	
<p>4. Matters Arising</p> <p>4.1. No matters were discussed.</p>	
<p>5. Review of Search, Governance and Remuneration Risk (Decision)</p> <p>5.1. The Risk Register has been redrafted for all sub-committees to assess their own risk.</p> <p>5.2. The Committee recognised the importance to succession planning of addressing skills gaps and ensuring a good balance between experienced Governors and the potential insight and expertise that new Governors could bring.</p> <p>Resolved to</p> <p>5.3. Accept the Risk Register as it stands.</p>	

<p>6. Report of the Clerk (Decision)</p>	
<p><u>Terms of Office</u></p>	
<p>6.1. The Terms of Office table to state the year of the first term of office for clarity on actual years served.</p>	<p>Clerk</p>
<p>6.2. Robert Howard confirmed his interest to serve a further term of office which the Committee keenly accepted.</p>	
<p>Resolved to</p>	
<p>6.3. Recommend to the Governing Body that Robert Howard be re-appointed for a further 4 year term of office.</p>	<p>Governing Body</p>
<p><u>Strategy Committee</u></p>	
<p>6.4. As the Chair of Strategy, Joy Hillyer, ended her term of office in March 2018, the Committee proposed that the current Vice Chair, Heather Barrett-Mold, be offered the Chairmanship.</p>	<p>Chair</p>
<p>6.5. The Committee agreed that the Strategy Committee meetings would be better placed to take place once per year (in the autumn term) as a future aim.</p>	
<p>6.6. The strategic objectives will be prioritised and presented at the autumn 2018 Committee meeting.</p>	
<p>6.7. As the Committee felt that David Domoney would bring aspirational vision to the Strategy Committee meetings, he shall be invited as a co-opted member.</p>	<p>Chair</p>
<p>Resolved to</p>	
<p>6.8. Recommend to the Governing Body that Heather Barrett-Mold be appointed as Chair of the Strategy Committee for a 3 year term of office from 15 October 2018.</p>	<p>Governing Body</p>
<p><u>DBS Checks</u></p>	
<p>6.9. Historically, Governors have not been requested to be DBS checked, however, current practice suggests that Governors should have a Disclosure and Barring Service (DBS) check to further enhance safeguarding across the College.</p>	
<p>Resolved to</p>	
<p>6.10. Recommend to the Governing Body that Governors take part in the Disclosure and Barring Service (DBS) checks.</p>	<p>Governing Body</p>
<p><u>Governance Cycle</u></p>	

<p>6.11. The Governance Cycle, which demonstrates an annual perspective of the Governance cycle and is used as a working guide to facilitate the Clerk and SLT when setting agendas, training and reporting items, was well received by the Committee.</p> <p><u>Student Governors</u></p> <p>6.12. As the current Student Governors will not be continuing their studies in autumn 2018, the appointment process will commence in September 2018.</p> <p>6.13. The Student Governors will be asked to produce a personal testimony of their experience over the last year which will be utilised in the appointment advertisement.</p>	
<p>7. Skills Audit 2018</p> <p>7.1. The Committee used the Skills Audit to facilitate their discussions on the recruitment of new Governors in Part II, by addressing the skills gaps in Legal Services, Animal Care and Saddlery, Arboriculture and Countryside and Floristry.</p> <p>7.2. Several areas have moved from amber to green since the last audit: Development of Gardens, Garden Design and Plantsmanship, Horticulture and Student Support, reflecting both the Governor's external growth of knowledge and the training sessions and tours of the College's centres over the course of the last year.</p>	
<p>8. Any other business</p> <p>8.1. None.</p>	
<p>9. Date of next meeting</p> <p>9.1. The next Search, Governance and Remuneration Committee meeting will take place on 21 November, 2018 at 1600.</p>	