

THE BOURNEMOUTH AND POOLE COLLEGE

PART A MINUTES OF THE SEARCH & GOVERNANCE COMMITTEE MEETING HELD ON
29 JUNE 2021

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| Members Present: | |
| David Ford | Board Member and Chair of the Committee |
| Caroline Foster | Board Member |
| Sue Wellman | Board Member |
| Diane Grannell | Board Member and College Principal & CEO |
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| In Attendance: | |
| Marianne Barnard | Director of Governance & Clerk to the Corporation |

PART A

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| 024-2021 | APOLOGIES FOR ABSENCE No apologies for absence were received. | |
| 025-2021 | DECLARATIONS OF INTEREST There were no declarations of interest noted. | |
| 026-2021 | MINUTES OF LAST MEETING The Part A minutes of the Search & Governance Committee meeting held on 23 March 2021, were confirmed as an accurate record. RESOLVED: The committee approved the minutes of the meeting held on 23 March 2021. | |
| 027-2021 | MATTERS ARISING AND SEARCH & GOVERNANCE COMMITTEE TRACKER The outstanding items on the tracker were noted, including the addition of new Directors to the subsidiary companies and the costs associated with recruitment agencies being used to support the recruitment of new Board Members. It was agreed the Director of Governance would continue to progress actions as applicable. RESOLVED: The committee reviewed and noted the latest tracker. | Director of Governance |
| 028-2021 | REVIEW BOARD MEMBERSHIP, RECRUITMENT STRATEGY AND SKILLS AUDIT i) To review the Board & Committee Membership vacancies Student Board Members: It was noted that the recruitment of two new Student Board Members for 2021/22 was underway, four applications were shortlisted for interview – via Teams on 22 June 2021. Two students had trouble joining the meetings and therefore a re-arranged slot on 1 July 2021 had been offered. A decision on appointment would be made following the completion of the interviews. The Committee considered whether in future the SU President should be a Board Member, however it was agreed that the SU President already had a time-consuming role. It was agreed that the meetings between the SU Exec with the Chair, Vice Chair and the Principal were really valuable and that these should continue. | |

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| | <p>Board Members: Following the departure of a number of Board Members during 2021, there were four vacancies for new Board Members to start on 1 September 2021. Two previous applicants (Sadie Wetherell and Karen Loftus) had recently been approved by the Board, leaving two further vacancies to fill. The Committee discussed additional applications received and it was agreed to arrange to meet with two who were identified as having the required skills.</p> <p>Committees: Following the departure of four Board Members and also the development of new committees, the Search & Governance Committee considered the allocation of Board Members to the different committees from September 2021. Allocations would be discussed with Board Members as necessary and it was noted that once the final two Board Member vacancies had been filled, final allocations could be made.</p> <p>Subsidiary Companies: The Chair of the Corporation confirmed that following 1-1 discussions with Board Members, two existing Board Members would consider becoming Directors of the Subsidiary companies. It was agreed that the Director of Governance would progress this.</p> <p>Safeguarding Lead Board Member: It was confirmed that Board Member, Mel Wilkins had taken on this role and had attended a learning walk with the Student Experience team and also a recent Safeguarding Board Meeting.</p> <p>Staff Board Members: It was noted that the current Staff Board Member would complete their term of office on 9 October 2021. An election would be held at the start of the autumn term to elect a new Staff Board Member, for a 2-year term from October 2021 to October 2023.</p> <p>ii) Board Diversity</p> <p>The committee discussed the continued importance of diversity amongst Board Members and it was agreed that recent additions would bring further diversity of thought.</p> <p>iii) Skills & Behaviours</p> <p>It was noted that the Skills Audit format would be updated in the Autumn term 2021.</p> <p>RESOLVED: The committee noted the updates and actions and the Director of Governance would progress actions as required.</p> | Director of Governance |
| 029-2021 | <p>SUCCESSION PLAN FOR THE CHAIR & VICE CHAIR</p> <p>It was noted that succession planning would be re-visited in the autumn term 2021. It was agreed that succession planning around future Chairs of Committees was important.</p> <p>RESOLVED: The committee noted the above points.</p> | |
| 030-2021 | <p>EQUALITY, DIVERSITY AND GOVERNANCE IN FE</p> <p>The Director of Governance presented the document which had been produced by a group of Governance Professionals, which focused on Governors demonstrating a culture of transparency and honesty, collaboration and inclusion and the importance of the Corporation leading by example.</p> <p>RESOLVED: The Committee noted the document.</p> | |
| 031-2021 | <p>ANY OTHER BUSINESS</p> <p>No items of Any Other Business were noted.</p> | |

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| 032-2021 | DATE OF NEXT MEETING It was noted that the next Search & Governance Committee meeting would be held on 16 September 2021. | |
| 033-2021 | CONFIDENTIALITY No items were confirmed as confidential. | |