# THE BOURNEMOUTH AND POOLE COLLEGE

**PART A MINUTES OF THE SEARCH & GOVERNANCE COMMITTEE MEETING HELD ON 16 MAY 2019**

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| Members Present: |  |  |
| James Hampton | Board Member and Chair |  |
| Caroline Foster | Board Member |  |
| Diane Grannell | Board Member and Principal |  |
| Angela Rowley | Board Member | Apologies |
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| **Members In Attendance:** |  |  |
| David Ford | Board Member |  |
| Marianne Barnard | Clerk to the Corporation |  |

**PART A**

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| 020-1819 | **APOLOGIES FOR ABSENCE**  Apologies were received from Angela Rowley. |  |
| 021-1819 | **DECLARATIONS OF INTEREST**  There were no declarations of interest. |  |
| 022-1819 | **MINUTES OF LAST MEETING**  The minutes of the Search Committee meeting held on 7 February 2019 were confirmed as an accurate record.  **RESOLVED:** The committee approved the minutes of the meeting held on 7 February 2019. |  |
| 023-1819 | **MATTERS ARISING AND SEARCH & GOVERNANCE COMMITTEE TRACKER**  The latest tracker was reviewed by Committee Members.  **RESOLVED:** Committee Members noted the latest tracker. |  |
| 024-1819 | **REVIEW BOARD MEMBERSHIP, RECRUITMENT STRATEGY AND SKILLS AUDIT**   1. **To review the Board & Committee Membership Overview**   Members reviewed the Board & Committee Membership Overview document.  It was noted that recruitment of two new Student Board Members to commence in the autumn term 2019 was underway, two interviews had taken place and two further interviews would take place on Friday 17 May 2019. Following the interviews, one Further Education Student Board Member and one Higher Education Student Board Member, would be appointed.  The Search Committee considered a potential new Board Member, Dan Tout. It was noted that the Principal, Chair and Clerk had met with the applicant recently. The committee agreed to recommend his appointment, for approval by the Board.  CONFIDENTIAL MINUTE NOTED  **ii) To review the Board & Committee Membership draft plan for 2019/2020**  Committee Members reviewed the draft plan for 2019-20. It was noted that the Marketing Advisory Group had originally been set up as a project group and was no longer needed in its current form. It was greed that a strategy group would be more useful, to include the Principal, Chair, VP Finance and Clerk.  It was agreed that the Clerk and Chair would continue to liaise with current and new Board Members to ensure all committee and advisory groups were covered for the 2019-20 academic year.  **RESOLVED:** To note the draft plan for 2019-20. |  |
| 025-1819 | **SUCCESSION PLAN FOR CHAIR AND VICE-CHAIR**  The committee noted the handover arrangements to support the current Vice Chair in the run up to taking on the Chair role from 1 August 2019. It was agreed that a number of meetings to cover the key areas would be scheduled.  **RESOLVED:** The committee noted the arrangements. |  |
| 026-1819 | **SECTOR TRENDS AND THEMES IN RECRUITMENT**  The key themes from the AoC presentation on Sector Trends and Themes in Recruitment were noted, including the difficulties being experienced across the sector, recruiting senior staff and Governors.  **RESOLVED:** The committee noted the presentation. |  |
| 027-1819 | **ANY OTHER BUSINESS**  No items of any other business were noted. |  |
| 028-1819 | **DATE OF NEXT MEETING**  Autumn Term, date to be confirmed. |  |
| 029-1819 | **CONFIDENTIALITY**  Confidential minute recorded in Part B |  |