

BARTON PEVERIL COLLEGE
Search and Governance Committee
 Minutes of the Meeting held on
 Wednesday 22nd April 2009 at 5.30pm

Present:

Mrs S Weavind (Chair)
 Mrs T Lomax
 Mr J Prest
 Mr A Renwick
 Mr G Woollan

In attendance:

Mrs R Medd (Clerk)

Apologies:

Miss S Campbell
 Mr K House
 Mrs J Dean (Assistant to the Clerk)

Absent:

None

		Action
	Apologies were received from Miss Campbell, Mr House who has been newly appointed to this Committee, and the Assistant to the Clerk	
355	Item 1 Declaration of Interests Mr Woollan declared an interest relating to item 3.2 on the agenda.	
356	Item 2 Minutes 2.1 The Minutes of the meeting held on the 24 th February were duly accepted and signed.	
357	2.2 Matters arising: it was noted that all items had been actioned, with the exception of 348.2 which was ongoing, and that the subject for Corporation Training on the 21 st May could be Self Assessment	Principal AP(Q)
358	Item 3 Corporation and Committee Membership 3.1 Annual Report on Attendance This report, which had been prepared by the Assistant to the Clerk, was presented on her behalf by the Clerk. Members noted some concerns regarding attendance and agreed an action which is recorded in the Confidential Section of these minutes. (359)	
360	3.2 Membership The Chair presented her report and the Committee received notification from Mrs Lomax that she would like to step down as a Member at the conclusion of the December Corporation meeting. Mr Woollan withdrew from the meeting. It was reported that Mr Woollan and Mr Quinney were willing to carry out a further term of office. The Committee's discussions are recorded in the Confidential Section of these minutes. (361)	
362	It was unanimously agreed to recommend Mr Woollan to the Corporation for re-appointment at the July meeting. Mr Woollan rejoined the meeting.	Clerk

	The Committee recognised that the Standing Orders indicate limiting the number of terms of office held by Governors. However, they anticipated the retirement of three experienced members in the next 12 months and were committed to maintaining the balance of experience in the Corporation. It was further considered important to retain Mr Quinney's particular expertise at a time when the Capital Project is in jeopardy.	
363	It was therefore unanimously agreed to recommend Mr Quinney to the Corporation for re-appointment at the July meeting. It was noted that Mr Boote is willing to remain on the waiting list.	Clerk
364	3.3 Committee Membership The Chair presented her report. The following actions were agreed: <ul style="list-style-type: none"> • The Committee recommended that the Students should serve on the Standards Committee, and the Clerk would discuss this with them • It would be appropriate to suggest to Mr Gardiner that he should join the Finance Monitoring Group should the BSG cease to operate. • Following questions from members, the Clerk would clarify whether Mr Quinney should seek reappointment as the Vice Chair in view of the fact that he was entering a different term of office as a Member. The Chair tabled a summary of the responses to the Committee Membership questionnaire.	Clerk Chair Clerk
365	It was agreed that the Chair would discuss a move to the Remuneration and Employment Committee with Miss Campbell.	Chair
366	Item 4 Link Governor Scheme The Clerk reviewed her report on the research she had carried out within the Hampshire Sixth Form Partnership. There was considerable discussion about the merits and demerits of a 'Link' scheme, in particular <ul style="list-style-type: none"> • The value of visiting as a personal experience for governors • The value of the scheme in providing evidence of contact with students and the student experience • That reporting back to the whole Corporation can create an advantage for certain departments and championing can develop 	
367	It was agreed that the Scheme and the Guidance Sheet would be redrafted by the Chair and the Clerk with the following aims <ul style="list-style-type: none"> • To encourage more, and varied Visits • To rename the scheme Governor Visiting or something similar • To move to an aim and an emphasis on assessing the ethos of the College, ultimately diluting the curriculum linkage • That reporting should in future be to this Committee and through its Minutes to the Corporation • That all Visiting Governors would be able to 'debrief' with the Principal after their visit • That all arrangements, and Visits, should be made through the Clerk though any suggestion that this limited Governors' freedom to visit must be avoided • That the Link Scheme should be dissolved and existing Links should transfer to the new arrangements as they wish 	Chair and Clerk
368	Item 5 Self Assessment of Governance Two tabled documents were discussed. It was agreed that the Principal would consult with the Assistant Principal	

	(Quality) on the development of the document and that the Corporation Chair would be involved as Self Assessment is part of the Governance Review.	Principal
369	Item 6 Training and Development The Clerk reported on three external training events being held locally for Governors in June covering Equality and Diversity, Induction for new Governors and The Changing Life and Landscape after the LSC. In July the Partnership is holding Student Induction at Alton College.	
370	It was proposed that during 2009-2010 training should be offered on the following topics: <ol style="list-style-type: none"> 1. Developing Questioning Skills 2. Finance (with the help of the Director of Finance) 3. Governor Visits (the new scheme) 4. The Student Voice 	Chair and Clerk
371	Item 7 Eastleigh Consortium Joint Committee. Members noted the contents of the paper	
372	Item 8 Reviews: Corporation Schedule of Business The Principal tabled a draft revision of the Schedule, based on the proposed introduction of Quality Performance Indicators. The proposed changes in reporting to Corporation were briefly discussed and it was felt that this should be pursued as a way of going forward.	Standards/ Corporation Chairs, Clerk
373	The Committee proposed that there should be further discussions with the Chair of Standards, the Corporation Chair and the Clerk.	
374	It was noted that Corporation members had concerns about the future of the Capital Project and the strategic impact of this situation.	
375	Item 9 Chair Succession The Committee approved the commencement of the Chair Recruitment Process.	Clerk
376	Item 10 Governance Action Plan The committee reviewed the Governance Action Plan and noted that only 5.3 remained to be completed.	
377	Standing Items: Equality and Diversity Members were pleased to note the progress in providing training for Governors in this area; Mr Mossadaq would be asked about building on this knowledge in the coming academic year.	
378	Information Exchange Members were pleased to hear that fellow Governor Nicola Carcone had been appointed as Head of English.	
379	<i>Date and time of next meeting: to be arranged</i> The meeting closed at 8.20 pm.	

