



MINUTES

PRESENT:	Piers White (Committee Chair) Trevor Morgan Gordon Smith (Chair of Governors) Frances Wadsworth
CLERK:	Melissa Drayson
APOLOGIES	None
QUORUM	The meeting was quorate throughout
TIMING	6.00pm – 7.00pm

**Action
Lead**

15.14 Apologies for absence – none received

15.15 Declaration of interests

Trevor Morgan declared that he knew prospective governor, Martin Corney, in a business capacity.

15.16 Minutes of the meeting held on 10 June 2015
The minutes were agreed to be an accurate record

15.17 Matters Arising

There were no matters arising not already covered on the agenda

15.18 Board recruitment and Succession Planning

Governor vacancies

The Committee noted that, since the papers had been sent out, Coral Josephs had been elected as Business Support Staff Governor. She would attend her first Board meeting on 1 December and would be invited to join the Audit Committee.

Meetings had been held between the Principal and Chair of Governors and Martin Corney, CEO of the Whitgift foundation regarding the possibility of joining the Board. Mr Corney would bring a wealth of business, management and governance experience and local knowledge to the Board. Trevor Morgan confirmed that he knew Mr Corney well in a business capacity and was happy to endorse his appointment.

As well as joining the main Board, it would be recommended that

Mr Corney would be invited to join the Finance and Resources and Remuneration Committees.

Governors' first term appointments

Croydon College Board policy had been to confirm the appointment of governors, after two years in post, for the remaining two years of their first 4 year term of office. The Clerk reported that this was an unusual practice in her experience, and the committee discussed the need to continue with it. Three governors, Trevor Morgan, Matt Sims and Craig O'Donnell, had already continued as governors beyond the two year review point.

Committee membership

In addition to the appointment of the new governors to committees, it was noted that Jackie Wilding had attended a LQC meeting as part of her development. During his one-to-one meetings with governors, the Chair had explored the future Chair and Vice Chair positions on LQC and would make a recommendation in due course.

RESOLVED: that the following recommendations be made to the Board for approval:

- i) The appointment of Martin Corney of the Whitgift Foundation as an external governor, with membership of the Finance and Resources and Remuneration Committees;**
- ii) The confirmation of the following governors in post for a further two years, to the end of their first four-year term of office:**
 - o Trevor Morgan (31.8.15 – 31.8.17)**
 - o Matt Sims (31.8.15 – 31.8.17)**
 - o Craig O'Donnell (31.8.15 – 31.8.17)**
 - o Jackie Wilding (31.3.16 – 31.3.18)**
- iii) The discontinuation of the policy of re-confirming governors in post after the first two years of their first term of office**
- iv) The appointment of Coral Josephs, Business Support Staff Governor, to the Audit Committee**

Chair's Succession

The Committee Chair and Clerk had jointly produced a new draft Chair's job description and a succession timescale was discussed.

AGREED:

- (i) that governors would be informed in the New Year of the Chair of Governors' intention to stand down in August 2017.** **GS**
- (ii) Feedback would be sought from governors on the job description and any additional qualities that the new Chair would need to have to lead the Board** **Clerk**

Action
Lead

- (iii) **forward in challenging times.**
The Chair would invite governors to make expressions of interest or nominations privately to him.
- GS

Membership policy statement

The membership policy statement was reviewed and no changes were proposed.

AGREED: that the current membership of the Board would be mapped against the criteria within the membership policy statement to identify any gaps.

GS/Clerk

15.19 Board self-assessment 2014-15

The Board graded itself overall as 'Good' and was found to be compliant with all mandatory provisions set out in the new AoC Code of Good Governance in English Colleges (March 2016). An assessment was also made against the BIS document: An Assessment of the Impact of Governance Reform in FE Colleges (March 2016)

Themes to emerge from the self-assessment, which would be fed into the action plan and training plan for the were:

- A continued focus was required on the fast-moving policy environment, and the impact on curriculum, in order to ensure governors were able to contribute meaningfully to high-level strategic decision making;
- The development of further opportunities for governors to engage with internal and external stakeholder groups: students, staff and employers

RESOLVED: that the adoption of the AoC Code of Good Governance should be recommended to the Board

15.20 Board training and development

The Clerk reported that the completion of the statutory online training had improved but was not yet at 100%. A new deadline would be set on the end of January, with follow up after that by the Chair of the Board. Prevent would be covered by the training session at the forthcoming Board meeting on 1 December.

Clerk

Learning walks would be provided at the 3 February Development Day, with a focus on English and Maths.

The briefing by the DCE at the December Board meeting would be a vital part of updating governors on the new Ofsted framework and any emerging issues.

Stakeholder engagement would continue to provide a focus for the 15-16 development plan. It was considered that employer

engagement might best be developed through an informal networking event in the first instance. Student engagement would continue to be undertaken through governor involvement in GOAL and attendance at the Student Parliament.

**15.21 DATES OF MEETINGS 15-16
26 April 2016**

15.22 ANY OTHER BUSINESS
There was no other business.

Signed _____ (Chair)

Date: _____