

		Action Lead
	<p>Laura Cassaretto had been elected as HE Student Governor. She would attend her first Board meeting on 6 December and would be invited to join the LQC Committee.</p> <p>Meetings had been held between the Principal, Chair of Governors, Clerk and Suzanne Hughes regarding the possibility of joining the Board. Ms Hughes would bring a wealth of business, management and HR experience and local knowledge to the Board. As well as joining the main Board, it would be recommended that Suzanne Hughes would be invited to join the Learning Quality and Curriculum Committee.</p> <p>It was agreed that the Principal contact the Bishop regarding his strategic support to the Board.</p> <p>RESOLVED: that the following recommendations be made to the Board for approval:</p> <ul style="list-style-type: none"> i) To recommend to the Board that Suzanne Hughes be appointed as an external governor and appoint to Learning, Quality and Curriculum Committee ii) The Principal and CEO contact the Bishop regarding strategic support to the Board iii) To check if the following governors wish to remain in post for a further four-year term in office from August 2017 to August 2021 <ul style="list-style-type: none"> o Trevor Morgan o Matt Sims o Craig O'Donnell iv) To thank Kevin Zuchowski-Morrison for his support as Governor and even though no longer a member of the Governing body to encourage his continued support for Croydon College. <p>Chair's Succession</p> <p>It was noted by the Board, in the Chairs absence, that the Board had discussed the merits of asking the current Chair Gordon Smith to extend his term as Chair. It was agreed by the Board that Gordon be invited to serve for a further two years beyond the current term as Chair. GS had subsequently agreed to this request in a private discussion with the Chair of Search (PW).</p> <p>The Chair in his succession planning update agreed advised the committee that he would continue as Chair of the Board for a further two years, until August 2019 in order to give the college the time and opportunity to succession plan for a suitable successor.</p> <p>AGREED:</p> <p style="text-align: center;">That the Chair, Gordon Smith, continue as Chair of the Corporation for an extended two year period to August 2019</p> <p>Membership policy statement</p> <p>The membership policy statement was reviewed and no changes were proposed.</p> <p>RESOLVED</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>Chair/ Clerk</p> <p>Principal</p> <p>Chair</p> <p>Chair</p> <p></p> <p>Clerk</p> <p></p> <p>Clerk</p>

		Action Lead
	<p align="center">Membership Policy statement approved for recommendation to the Board.</p> <p>Skills Audit It was agreed that that the clerk review the skills audit survey and attach a suitable Equality and Diversity audit to the skills audit which would be sent out to Board members in the new year.</p> <p>RESOLVED Skills and E&D Audit survey be sent to Board members in the New Year</p>	
16.6	<p>Board self-assessment 2015-16 <i>Supporting paper for discussion</i></p> <p>The Clerk spoke to the paper and informed the committee that the all Governors were asked to complete a self-assessment questionnaire. The questionnaire was based on the 2 to 3 statements relating to five key strategic governing criteria set by Department of Business Innovation & Skills and Ofsted. He informed the committee that there had been a 69% response rate to the survey from Governors.</p> <p>The Board graded itself as 'Good' overall, in all of the five categories:</p> <ul style="list-style-type: none"> • Strategic leadership - good, • Quality improvement - good • Oversight of resources – good • Student Welfare – good (with 2 outstanding grades) • Board's effectiveness as a team – good. <p>However, the committee felt that the quotes from Board members to each of the questions were of significant additional value. Following a discussion which focused on the example strengths and areas for improvement from the report it was agreed that the clerk should aim to develop actions to the areas for improvement by focusing on "How do we"</p> <p>RESOLVED: Board Self-assessment outcomes, which was graded good overall, to be developed into specific actions for discussion and approval in February Board development event.</p>	Clerk
16.7	<p>Board training and development</p> <p>Governor Health & Safety and Prevent training PW raised a question regarding the number of Governors who had still to carry our Health and Safety and Prevent training. The clerk advised that there were 4 governors who had yet to carry out their Health and Safety training and not all Governors had completed their Prevent training. It was agreed that the clerk would ensure that all Corporation members carry out the appropriate training.</p> <p>RESOLVED</p>	Clerk

		Action Lead
	Clerk to ensure all members of the Corporation complete their Prevent and Health & Safety training	
15.21	DATES OF MEETINGS 16-17 25 April 2017	
15.22	ANY OTHER BUSINESS There was no other business.	

Signed _____ (Chair)

Date: _____

Table of Actions

Search Committee 29 November 2016

Item	Action	Who	Status
16.5	To confirm the following governors wish to remain in post for a further four-year term in office from August 2017 to August 2021: Trevor Morgan, Matt Sims and Craig O'Donnell	Chair	Complete
16.5	To thank Kevin Zuchowski-Morrison for his support as Governor and even though no longer a member of the Governing body to encourage his continued support for Croydon College.	Chair	
16.5	The Principal and CEO contact the Bishop regarding strategic support to the Board	Principal	
16.5	To recommend to the Board that Suzanne Hughes be appointed as an external governor and appoint to Learning, Quality and Curriculum Committee	Chair/Clerk	Complete
16.5	Membership Policy statement approved for recommendation to the Board	Clerk	Complete
16.5	Skills and E&D Audit survey be sent to Board members in the New Year	Clerk	Complete
16.6	Board Self-assessment outcomes, which was graded good overall, to be developed into specific actions for discussion and approval in February Board development event.	Clerk	
16.7	Clerk to ensure all members of the Corporation complete their Prevent and Health & Safety training	Clerk	Prevent Complete

