



## Governance & Search Committee Meeting

To be held on Thursday 16 February 2017 at 7.00pm

Room M316, All Saints' Building, Worcester

### AGENDA

Item:		Page
5.1	<b>Apologies</b>	
5.2	<b>Declarations of Interest</b>	
i)	Members are asked to <b>declare</b> any Interests, financial or otherwise, which they may have in any Agenda	
5.3	<b>Minutes of the Last Meeting</b>	1
i)	To <b>approve</b> the Minutes of the meeting held on 26 September 2016	
5.4	<b>Matters Arising</b>	5
i)	To <b>monitor</b> action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings	
5.5	<b>Determination of any other Urgent Business</b>	
5.6	<b>Corporation and Committee Membership</b>	6
i)	To <b>note</b> current Corporation membership and approaching planned vacancies	
ii)	To <b>note</b> current appointments to Committees, Task and Finish Groups, Quality Group and Academic Board and recommend appointments to the Corporation for approval where appropriate	
iii)	To <b>review</b> the revised Governor Skills Audit and <b>discuss</b> skills balance	
iv)	To <b>review</b> the Corporation's Equality and Diversity and <b>discuss</b> balance	
5.7	<b>Governor Recruitment</b>	8
i)	To <b>evaluate</b> the 2015/16 recruitment campaign	
ii)	To <b>consider</b> "A Practical Guide to Improving the Diversity of College Board"	
iii)	To <b>discuss</b> how to fill approaching planned vacancies	
iv)	To <b>recommend</b> changes to the Person Specification, if appropriate	
v)	To <b>amend</b> the 2015/16 Governor advert, if appropriate	
5.8	<b>Corporation Papers</b>	10
i)	To <b>discuss</b> possible ways to reduce or control Corporation meeting paper size, including: <ul style="list-style-type: none"><li>• Use of an Executive Summary covers pack – trialled at the Corporation meeting on 7 February 2017</li><li>• Separation of items "Recommended for approval" – hyperlinks on</li></ul>	

the Agenda or placed on the portal

<b>5.9</b>	<b>Governor Training</b>	<b>11</b>
i)	To <b>consider</b> how best to provide Governor training in 2016/17 and beyond	
ii)	To <b>note</b> the Governor Core Training Record	
iii)	To <b>consider</b> an outline Training Cycle and Opportunities	
iv)	To <b>consider recommending</b> the revised Training and Induction Policy to the Corporation	
v)	To <b>discuss</b> a sample Training Needs Audit	
<b>5.10</b>	<b>Governance Improvement Plan and Self Assessment 2016/17</b>	<b>13</b>
i)	To <b>monitor</b> progress made against Governance Improvement Plan milestones and <b>consider</b> issues arising from its use	
ii)	To <b>consider</b> the use of a Questionnaire with limited benchmarking for 2016/17 which will better inform the next Governance Improvement Plan	
<b>5.11</b>	<b>Ofsted Presentation Monitoring</b>	<b>15</b>
i)	To <b>use</b> the Ofsted presentation slides from the November Away Event as a tool for assessment and improvement	
<b>5.12</b>	<b>Register of Interests</b>	<b>16</b>
i)	To <b>review</b> the Register of Interests and Member Eligibility as at 1 August 2016	
<b>5.13</b>	<b>Conflict of Interest</b>	<b>19</b>
i)	To <b>consider</b> advising the Corporation on resolving inconsistency in the Corporation's documented approach to Conflicts of Interest	
<b>5.14</b>	<b>Standing Orders</b>	<b>21</b>
i)	To <b>consider</b> advising the Corporation to approve changes to the Standing Orders for the Corporation and its Committees	
<b>5.15</b>	<b>Corporation Code of Conduct</b>	<b>22</b>
i)	To <b>consider</b> advising the Corporation to approve Eversheds' Fourteenth Code of Conduct for Governors and Co-opted Committee Members	
<b>5.16</b>	<b>Corporation Policies</b>	<b>24</b>
i)	To <b>consider</b> Eversheds Guidance on Policies and Policy Approval and <b>review</b> the College position	
<b>5.17</b>	<b>Access to Corporation Information</b>	<b>25</b>
i)	To <b>consider</b> recommending approval of the Access to Corporation Information Statement	
<b>5.18</b>	<b>Individual Governor Review 2016/17</b>	<b>26</b>
i)	To <b>consider</b> the process undertaken in 2015/16, any revisions required and impact of this for 2016/17	
ii)	To <b>approve</b> the process for 2016/17 for individual governors, including student governors	
<b>5.19</b>	<b>Governor Attendance</b>	<b>27</b>
i)	To <b>note</b> attendance to date at Corporation and Committee meetings	

**5.20 Student Governor Election Timing** **29**

- i) To **review** the NUS guidance sheet “Electing and Inducting your Student Governors”  
To **consider** changing the timing of the Student Governor Election to the summer term

**5.21 Any Other Urgent Business**

**5.22 Meeting Reflection**

- i) To **review** the meeting

**5.23 Date and Time of Next Meeting**

- i) Tuesday, 6 June 2016, 7pm, M316, All Saints’ Building, Worcester

Sue Frost

Clerk to the Corporation