



Governance & Search Committee Meeting

To be held on Tuesday 25 September 2018 at 6.30pm

Room M316, All Saints' Building, Worcester

AGENDA

Item:		Page
12.1	Apologies	-
12.2	Declarations of Interest	-
i)	Members are asked to declare any Interests, financial or otherwise, which they may have in any Agenda	
12.3	Minutes of the Last Meeting	5
i)	To approve the Minutes of the meeting held on 24 July 2018	
12.4	Matters Arising	9
i)	To monitor action taken and remaining to be taken in respect of Matters Arising from the Minutes of previous meetings	
12.5	Determination of any other Urgent Business	-
12.6	Corporation Membership	11
i)	To note Members and terms of office and note approaching planned vacancies	
ii)	To consider and advise the Corporation on a request for leave of absence	
iii)	To review the revised Governor Skills Audit and discuss balance	15
iv)	To review the Corporation's Equality and Diversity and discuss balance	
12.7	Governor Recruitment Interviews	
i)	To review proposed candidate questions	17
ii) (6.45 pm)	To interview Candidate 4 (Eligibility confirmation received; references received)	Separate paper
iii)	To decide whether to: <ul style="list-style-type: none"> • recommend appointment to the Corporation as Governor, Committee Member or Co-opted Committee Member • create a database of potential appointees if applicable • take other action 	
12.8	Other Appointments	18
i)	To note the letter sent to the Education and Skills Funding Agency with regard to Staff Members on Audit Committee and	20

	consider the response from the Chief Executive	
ii)	To review current appointments to Committees, Groups and Academic Board and discuss balance and new roles	23
iii)	To recommend appointments to the Corporation for approval	
12.9	Governor Champions	24
i)	To review Governor Champion Role Descriptions and propose revisions where necessary	
ii)	To review current appointments as Governor Champions and consider whether additional roles should be created	
iii)	To recommend appointments to the Corporation for approval	
12.10	Governance and Search Committee Performance Review	29
i)	To monitor the effectiveness of the Governance and Search Committee in 2017/18	
ii)	To review the Terms of Reference for the Governance and Search Committee and recommend changes to the Corporation for approval where appropriate	
12.11	Corporation Self-Assessment	31
i)	To monitor progress against the Governance Improvement Plan for 2017/18	34
ii)	To review the results of the West Midlands Clerks College Survey	41
iii)	To consider the draft Governance Improvement Plan for 2018/19	54
iv)	To consider the draft words submitted for use in the College Self-Assessment Report	58
v)	To consider the draft words and performance grade for inclusion in the College Financial Statements	65
12.12	Governor Insight Scheme	68
i)	To consider the revised Governor Insight Scheme and recommend changes to the Corporation for approval where appropriate	70
ii)	To receive a summary of activity from the Governor Champion	
12.13	Governor Attendance	74
i)	To note attendance in 2017/18 at Corporation and Committee meetings	76
ii)	To propose an overall performance indicator for 2018/19	
12.14	Governor Training	
i)	To consider the plans for Governor training in 2018/19	77
ii)	To note the Governor Core Training Record	78
iii)	To note the Training Programme	
12.15	Register of Interests	80
i)	To review the Register of Interests and Member Eligibility as at 1 August 2018	
12.16	Cycle of Business	83
i)	To consider and if appropriate approve the Cycle of Business for 2018/19	84
12.17	Corporation Appeal Committee	89

i)	To consider and if appropriate recommend that the Corporation approve the Terms of Reference for the Corporation Appeal Committee	90
12.18	Any Other Urgent Business	-
12.19	Meeting Reflection	-
i)	To review the meeting and consider Governor "impact"	
12.20	Date and Time of Next Meeting	-
i)	Tuesday, 29 January 2019, 5.30pm, O1.04, Osprey House, Redditch	

Sue Frost

Clerk to the Corporation

6 September 2018

Last update: 18 September 2018