

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

SEARCH COMMITTEE

MINUTES OF A MEETING HELD ON WEDNESDAY 24 NOVEMBER 2021

Membership (5):	*	Pamela Woolgrove	External Member	Chair
	*	Anthony Bravo	Principal	
	*	Steve Fussey	External Member	
	*	Mike Howe	External Member	
		Anne Millar	External Member	
Quorum:		3 Members required	5 present	Meeting inquorate
In Attendance:	*	Simon Burrell	Clerk to the Corporation (Clerk)	
Present at Meeting:	*			

PART 1 – NON-CONFIDENTIAL MATTERS

(3.00pm)		ACTION
310.	<p>APOLOGIES FOR ABSENCE</p> <p>Anne Millar.</p>	
311.	<p>DECLARATION OF INTERESTS</p> <p>There were no declarations of interest.</p>	
312.	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>The Minutes of the meeting held on 16 June 2021 were confirmed as a correct record and were signed by the Chair.</p>	
313.	<p>MATTERS ARISING FROM THE MINUTES</p> <p>There were no Matters Arising discussed that were not due to be considered elsewhere on the agenda.</p>	
314.	<p>MEMBERSHIP OF THE CORPORATION</p> <p>A written report was received and considered. The Clerk took Members through the report. It was noted that there were two vacancies: one External Member (vice George Batho) and one Student Member.</p> <p>The Clerk advised further that a Student Member had been nominated by the Student Union and would be considered by the Corporation at its meeting in December 2021. He also advised that a second student had been identified to act as a 'reserve' in the absence of the Student Member but stressed that the second student would have no voting rights.</p>	

<p>314. (cont)</p>	<p>The Ctte noted that eight Members' terms of office were due to expire in 2022. The Clerk would contact each Member before the expiry of their individual terms of office seeking their views on whether they would like to serve for a further term.</p> <p>It was noted that two potential new External Members had been identified. The CV for one potential new Member was received and noted.</p> <p>The Ctte reviewed the skills of the current Members and felt that the emphasis for a new Member should be for an educationalist, preferably from HE. It was agreed to hold the External Member vacancy whilst the Principal continued to liaise with HE providers regarding a potential nominee for future membership.</p> <p>The Ctte also reviewed the number of terms of office served by Members. It was noted that 11 Members were on first terms, 3 on second terms, and the remainder (3 excluding the Principal) on 4 or more. The need to consider succession planning for Chair and Vice Chair roles for the Corporation and committees was highlighted.</p> <p>The report was noted.</p>	<p>Clerk</p> <p>Principal</p> <p>Clerk</p>
<p>315.</p>	<p>MEMBERS ATTENDANCE 2020/21</p> <p>A written report was received for information and noted. The Clerk advised that there were no Members whose attendance in 2020/21 and 2021/22 (to date) was causing any concern. In response to a question from a Member he advised that where he felt that a Member's attendance was a possible cause for concern, he advised the Chair of the Corporation who would then discuss the matter with the Member concerned.</p>	
<p>316.</p>	<p>CODE OF GOOD GOVERNANCE</p> <p>A written report was received and considered. The Clerk advised that the AoC had recently undertaken an interim review of its Code of Good Governance. It was understood that the AoC was due to undertake a full review of the Code in 2022.</p> <p>The Clerk advised that a fellow Clerk had, very recently, undertaken an initial review of the interim version and had highlighted various changes, as shown in the copy of the revised Code attached to the agenda. The Clerk would review the proposed revisions and present a more detailed report at the next meeting.</p> <p>The Chair of the Corporation advised that the Skills for Jobs White Paper also included some governance recommendations, including the need for each Corporation to undertake an annual self-assessment, and for an external review to be undertaken on it (the Corporation) every three years. He advised further that the National Leaders of Governance in FE were due to publish advice on such reviews in due course.</p>	<p>Clerk</p>
<p>317.</p>	<p>DATE OF FUTURE MEETINGS <i>[Meetings commence at 3.00pm unless stated]</i></p> <p>Wednesday 23 March 2022 Wednesday 15 June 2022</p>	
<p>(3.43pm)</p>	<p>Meeting closed</p>	