

MOULTON COLLEGE
SEARCH AND GOVERNANCE

**Minutes of meeting held on Wednesday, 6th November 2024 at 4.30pm,
M6, Moulton College**

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| Present: | David McVean (Chair) | Independent Governor |
| | Lucille Knapp | Independent Governor |
| | Charles Matts | Independent Governor |
| | Alastair Thomson | Independent Governor |
| | Pauline Hawkesford | Independent Governor |
| | Oliver Symons | Principal |

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| In attendance: | Catherine Duro | Head of Governance |
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SECTION A – ROUTINE AND STANDING ITEMS:

Apologies for absence (Agenda item 1)

01. Apologies were received from Ashley Clarkson.

Declarations of interest (Agenda item 2)

02. There were no declarations of interest.

Minutes of last meeting (Agenda item 3, Paper A)

03. The minutes of the meeting held on the 4th July 2024 had been reviewed.

Resolved that the minutes be approved as a true and accurate record.

04. There were no matters arising.

SECTION B – GOVERNANCE 2024/25

Strategic Intent – Excellence in Governance

05. The Chair shared his vision for a culture of continuous improvement to deliver excellence in governance. The importance of continuity, through a strong succession plan and period of governor recruitment was recognised. The need to have governors ready to fill the upcoming vacancies to lead, determine and oversee the new strategic plan was an essential part of the next 9-12 months.

06. A need to review our modus operandi was discussed. The time spent on papers presented for information only was debated, and how this information could be made available in a more dynamic way, for meetings to debate issues, required decisions and deliver impact.

07. It was agreed that a succession development plan would be prepared and presented to the Search and Governance committee, following 121's with each governor to understand their ambition and intentions. A different kind of chair.

08. The Chair reminded committee members that his term was ending in approximately 18 months, He suggested that a different type of Chair, with an entrepreneurial

approach should be considered, but appreciated this was a decision for the appointing committee.

09. The Committee were asked to recommend to the Corporation that an external recruitment process be undertaken during 2025 to recruit a chair, to allow for a handover period.

10. Resolved

- a. That it be **recommended to the board** that an external recruitment plan be developed to find a new chair during 2025.

Governance Review and SAR 2023/24

11. The Governance review and SAR were received.
12. All agreed governance was good, with the potential for excellence.
13. The need to make better use of digital resources to improve governor's engagement outside of meetings was agreed.
14. The desire for governors to be more ambassadorial to support college stakeholder engagement was discussed.

Governance Improvement Plan 2024/25

15. The governance improvement plan, The need to know and engage more widely with stakeholders was reiterated, as key feedback from the governance self-assessment report. There was a lengthy discussion regarding the appropriate identification of stakeholders and a need for all college representative, staff leaders and governors to be speaking with the same voice. It was agreed that this was important enough to report direct to the whole corporation.
16. A mechanism for a monthly report with the ability for governors to feedback who they have met, what they are interested in, and what opportunities there were, was requested **(Action)**
17. The potential in exploring an employer's council was discussed, to enable more detailed strategic engagement with large employers.
18. The code of conduct for governors, with clear expectations was to be redrafted for a March launch.

Governor Recruitment, Training and Development, and Succession Planning

19. This had been discussed at length earlier in the meeting.
20. The Head of Governance was asked to prepare a detailed succession and development plan. **(Action)**

Review of Terms of Reference

SECTION C – CLOSING ITEMS:

Any other business

Date of next meeting

Meeting closed 5.20pm