

Minutes of a meeting of the Search and Governance Committee of Tresham Institute of Further and Higher Education, held at 10.30 hours on Monday 11th June 2007 in the office of the Clerk to the Governors, St Mary's Road Kettering.

Present: A P Blunt (Chair)
Mrs V George
A H Robbs

In Attendance: C J Robinson (Clerk to the Governors)

S09/07 Apologies

1. J M Chamberlain, Cllr R J Jackson, J West.

S10/07 Minutes of meeting held on 15 January 2007

2. These were approved and signed

S11/07 Matters Arising

- S04/07 Parents representation on Governing Bodies
3. The Clerk informed the Committee that at present it appeared that some Sixth Form Colleges had parent representation on their Governing Bodies. After discussion the Committee decided to refer the matter to the full Board.
 4. The Chair informed the Committee that Simon Forrest and Mick Lumsden had been confirmed as Governors of Tresham Institute at the meeting of the Board on the 14th May 2007.

S12/07 Governor Issues

5. i) Board Profile
The Clerk presented to the Committee the current Board Profile. He informed the Committee that the new Instrument and Articles of Government no longer requires categories of membership. The Board should however reflect the diversity of the of the community the Institute serves and Search and Governance Committees' should ensure an appropriate balance of members to reflect this. The Committee noted that the Board had now reached its full complement of members. With the possible departure of P Wingfield there was discussion concerning LSC representation on the Governing Body and it was decided to consider this at a future meeting nearer to P Wingfield's Departure.
6. ii) Governor Terms of Office
The Committee considered the current Governors terms of office. It was noted that Ms D Hayes, J Dickinson, and P Wingfield terms of office would expire shortly. The Clerk stated that he understood D Hayes and P Winfield would be willing to serve for another year, and J Dickinson for another term of office. The Committee felt that the contribution of these Governors had been invaluable and unanimously agreed to recommend to the Board that D Hayes and P Wingfield term of office be extended by one year and J Dickinson for a further full term.
The Chair noted that the Committee had discussed the possible appointment of C Grimshaw as a replacement for P Wingfield and suggested that he be approached again to ensure continuity when P Wingfield's term of office expired.
The Committee again discussed representation from the Corby area. It was felt that in view of the importance of the 14-18 curriculum developments in the area it would be useful to co-opt a Corby Head Teacher to the education and Standards Committee. The Clerk would investigate.
7. iii) Governors Involvement
The Committee reviewed the Governors involvement and the Chair stated that communications could be improved between the Institute and the Governors. There followed a discussion of ways of increasing Governor involvement. Members suggested that Governors needed to be informed of Institute events such as awards evenings etc. and be encouraged to attend. It was also felt that the

attachment of Governors to campuses needed to be reviewed.

S13//07 Quality Issues

8 i) Good Governance Programme

The Clerk informed the Committee of the Good Governance initiative and described the AOC events/ programmes/ seminars that were now being introduced for Governors. He noted that there was an increasing emphasis being placed on Governance by the DfES and initiatives such as the Good Governance Programme reflected this. The Clerk said he would keep all Governors informed of developments and events. The Committee felt that elements of the Good Governance programme could be incorporated into the Institutes Governor training days.

9 ii) Governors Website – update

The Clerk reported that the new Institute Website had been completed and that there would be a new Governors web site incorporated in Institute site. He stated that he had been transferring Governance documents into electronic format and would populate the Governors web site with these during the summer break.

S14/07 Report to the Audit Committee

10 The Clerk presented the Report of the Search and Governance Committee to the Audit Committee and this was approved by the Committee.

S15/07 Committee Self Assessment

11 The Committee considered their work over the year and agreed that the targets of finding new Governors from the fields of accountancy and law had been met. It had also taken steps to ensure the Institute complied with the new Instrument and Articles of Governance. The Clerk observed that some of the current self-assessment processes were not working effectively and after discussion it was agreed that he would bring to the next meeting suggestions for improving the process.

S16/07 Any Other Business

12 There was no other business.

S17/07 Meeting dates and times for the next academic year

13 The Clerk presented the draft calendar for Board and Committee meetings for 2007 / 2008. The next meeting of the Search and Governance Committee would be on Monday 17 September 2007 at 11.00 hours in the Old Cytringianians Room, the new Windmill Avenue Building. The meeting will be followed by lunch at the Kettering Park Hotel.