

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 11 September 2006 in the office of the Clerk to the Governors, St Mary's Road Kettering.

Present: A P Blunt (Chair)
J M Chamberlain
Mrs V George
Cllr R Jackson
Mrs S E Macdonald (Principal)
A H Robbs

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

S18/06 Apologies

1. There were no apologies
The Chairman welcomed Mrs V. George to her first meeting as a member of the Committee.

S19/06 Minutes of meeting held on 19 June 2006

- 2 These were approved and signed

S20/06 Matters Arising

- S12/06 Student Governor Elections
3 It was noted that there needed to be elections for the Student Governor vacancies on the Board. The Clerk would contact D Caswell to ensure that the election had been organised and that a student governor would be available to attend the meeting of the full Governing body in October and the next meeting of the Education and standards Committee.
- S12/06 Corby Borough Council Nominee
4 Councillor Jackson reported that despite repeated efforts it had not been possible to obtain a nominee from the Council. It was agreed to approach Kettering Borough Council and East Northants District Council for a potential nominee.

S21/06 Committee Action Plan

- 5 The Committee reviewed the previous Committee Action Plan and considered the proposed plan for the coming year. It was agreed that the actions listed in the new Action Plan would be implemented by the Committee. The Clerk would review the governor self-evaluation process and would investigate if there were to be any benefits in joining a regional or national scheme. It was noted that the recent Education Act has changed slightly the Instrument and Articles of Government for Colleges. The Clerk would present the new Instrument and Articles to the next Board meeting,

S22/06 Governor Issues

- i) Board Profile
6 The Clerk would present a new Board Profile to the Committee for the next meeting.
- ii) Re-appointment: P Wingfield
7 It was agreed that P.Wingfield be re-appointed to the Board.
- iii) Possible Governors
8 The Committee discussed the need to identify future potential governors particularly those with legal and accountancy expertise. It was suggested by the Chair that C Grimshaw, Head of Latimer School, be co-opted to the Board. This was agreed and the Clerk would approach C Grimshaw to ask whether he would be willing. It was noted that there is a gender imbalance on many committees and the recruitment of New governors should address this.

- iv) Previously contacted candidate
- 9 Cllr.R Jackson reported to the Committee that he had been in contact with the Managing Director of Corby Bottlers and felt that there was a possibility he would be willing to join the Board. Cllr Jackson and the Clerk would follow up.
- v) Strategy for Advertising and Recruitment
- 10 This was deferred until the next meeting.

S23/06 Quality Issues

- i) Draft Self Assessment Report and Action Plan
- 11 The Committee considered the draft self –assessment plan and after discussion it was agreed that the draft SAR and Action plan be recommended to the Board.
- ii) Governor involvement
- 12 The Chairman drew attention to a weakness noted in the SAR, attachment visits. The Committee discussed the value of Governors visits and agreed it was important for Governors to meet staff and students. It was agreed to review the way in which Governors are organised. Attachment visits needed to be structured with Governors meeting groups of staff and students. The Clerk would write to the Heads of Campus to ask them to invite the Governors attached to their campus to meet staff and students and to review activity.
- iii) Policies to recommend to the Board
- 13 None, although the Clerk stated that he would review the Institutes policies before the next Meeting.

S24/06 Any other Business

- 14 There was no other business

S25/06 Date of Next Meeting

- 15 January 15th 2007