



MINUTES OF THE GOVERNANCE & SEARCH COMMITTEE

22 JUNE 2009

Present: Mr H Guntrip Co-opted (Chairman)
Mr G Charlton Business
Mr N Coffin Business
Mr P Hannan Principal

In attendance: Mr J Allen Clerk to the Governors

The meeting commenced at 09.15.

APOLOGIES FOR ABSENCE & DECLARATION OF INTERESTS

1. There were no apologies.

MINUTES

2. **RESOLVED** -that the minutes of the meeting held 23 October 2008 be approved as a correct record and signed by the Chairman.

BOARD MEMBERSHIP

3. The College report '*Board Membership*' was received (copy attached to the signed minutes). The report confirmed that there are currently two governor vacancies.
4. It was agreed at the last meeting to seek a nomination from Kent County Council. The Clerk confirmed that a nomination has been received for Theresa Bruton, Head of Regeneration Projects, KCC. The Committee received a copy of her CV (copy attached to the signed minutes) and considered the nomination.
5. Following the departure from the Board of Jane Percy (Headteacher), it was agreed to seek a nomination from another Headteacher to ensure representation of the education sector on the Board. The Clerk confirmed that a nomination has been received from Mr Philip Morris, Headteacher, Angley School, Cranbrook. The Committee received a copy of his CV (copy attached to the signed minutes) and considered the nomination.
6. It was **RESOLVED**
 - (i) That the Committee recommends that the Board at its meeting on 9 July 2009 agrees to the appointment of Theresa

Bruton as an external governor for the period 1 August 2009 – 31 July 2013 and for Theresa Bruton to be a member of the Finance & General Purposes Committee; and

- (ii) That the Committee recommends that the Board at its meeting on 9 July 2009 agrees to the appointment of Philip Morris as an external governor for the period 1 August 2009 – 31 July 2013 and for Philip Morris to be a member of the Strategy & Performance Committee.

- 7. The Clerk reported that the first term of office for Mr Vino Patel expires 31 December 2009. It was agreed for the Clerk to make contact with Mr Patel to see if he is willing to put himself forward to serve a second term, and if so, for the Clerk to issue to Mr Patel the re-appointment questionnaire for the Committee's consideration at its next meeting.

MONITORING OF COLLEGE PERFORMANCE & ASSESMENT OF RISK

- 8. The College report '*Monitoring of College Performance & Assessment of Risk*' was received (copy attached to the signed minutes). The Board has agreed a framework for the monitoring of College performance. The Governance & Search Committee, or the Board if the G&S Committee has not met during the term, has been identified for being responsible for the monitoring of governance, leadership & management. It is planned to carry out the assessment at each meeting of the Governance & Search Committee, or the Board, through a standing agenda item '**Monitoring of College Performance**'.
- 9. Once the assessments have been agreed, the Committee or Board, in conjunction with College management, will agree on the overall assessment (Red – High concern; Amber – Some concern; or Green – No concern) to be made for the area of Governance, Leadership & Management.
- 10. Against each of the 9 identified performance indicators for governance, leadership & management the assessment of no risk/no concern was agreed.
- 11. It was **RESOLVED** to inform the Board of the following overall assessment:

Governance, Leadership & Management	No Risk/No Concerns
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DATE OF NEXT MEETING

- 12. The date of the next meeting to take place in the autumn term, date to be confirmed.

Signed: _____ Date: _____