

## EXETER COLLEGE FURTHER EDUCATION CORPORATION

### SEARCH AND GOVERNANCE COMMITTEE

Meeting held on Monday 01 October 2018 at 5.30 p.m.  
in the Boardroom, Tower Building, Hele Road Campus

#### OPEN MINUTES

**MEMBERS:** David Allen\* (Chair); Emma Webber\* (Vice Chair);  
Bindu Arjoon\*; Sarah Brampton\*; Chris Hoar;  
John Laramy\*; Matt Roach\*

**IN ATTENDANCE:** Lily Garth\* (Clerk to the Corporation)

*\* Indicates presence at today's meeting (including part-meeting attendance).*  
The meeting was quorate throughout.

#### Minute

Action for:

1. **PRELIMINARIES:  
WELCOMES, APOLOGIES AND DECLARATIONS OF INTEREST**

- Apologies - Chris Hoar
- Declarations of interest - Matt Roach in his proposed reappointment

A software update seemed to have caused a failure in the usual Board e-paper system. College IT staff were working hard to resolve this. Governors had been supplied with PDFs and hard copies.

2. **MINUTES OF THE MEETING HELD ON 16 APRIL 2018**

The Committee **APPROVED** the minutes as a correct record, with set (a) to be published on the College website and set (b) as confidential. They were signed by the Chair.

3. **MATTERS ARISING**

All matters arising either had been completed or were included somewhere else on today's agenda.

4. **GOVERNANCE POLICIES**

Following the resignation of the current Clerk to the Corporation, the Committee DEFERRED the review of Governance policies etc to a future meeting after a new Clerk had been appointed.

**5. COLLEGES' SENIOR STAFF REMUNERATION CODE**

The Committee noted the consultation on the Code, with a closing date of 23 November 2018.

It was anticipated that the Code largely would be adopted after the consultation closed, and the Head of People would be tasked to check compliance as there may be some elements of the Code which the College does not want to implement.

Discussion and formal recommendations were referred to the Remuneration Committee which was due to meet immediately after this S&G meeting.

**6. MEMBERSHIP REVIEW**

This item was dealt with as a confidential item in accordance with the College's confidentiality policy and recorded in the Confidential Minutes

**7. TEACHING STAFF GOVERNOR**

The Committee was content with the draft timetable and regulations in respect of the Staff Governor election, which had a proposed launch date of 29<sup>th</sup> October (immediately after half-term) and was designed to achieve appointment in time for the 7th December Board meeting.

Clerk

The Committee recommended Board approval of changing "Academic" Staff Governor to "Teaching" Staff Governor to encourage both vocational and academic teachers to apply.

Board

**8. TRAINING/EVENTS UPDATES AND PLANNING**

This item was dealt with as a confidential item in accordance with the College's confidentiality policy and recorded in the Confidential Minutes

**9. S&G COMMITTEE SELF-ASSESSMENT**

The Committee discussed its self-assessment outcomes and **AGREED:**

- the listed points in the paper would be included in its self-assessment narrative

- Whilst some aspects of the Committee's design would benefit from tweaking, Members reflected that in carrying out its key purpose to advise the Board on appointing appropriately skilled Governors able to carry out necessary duties, the Committee had succeeded - once again the Board had delivered an outstanding College
- overall, using the Ofsted gradings, the Committee rated itself as Outstanding

**10. ITEMS TO TAKE TO THE BOARD**

- Appointments
- Staff Governor - change from Academic to Teaching
- No planned Twilight Seminar
- Reminder of Spring Residential

**11. ITEMS FOR NEXT S&G COMMITTEE**

The Committee **noted** and accepted the draft business of the next meeting as referred to by the Clerk in the approved business cycle plus any time-sensitive updates/developments.

*The meeting ended at 6.25pm*