

Minutes of the Meeting of the Governance & Search Committee  
held on Thursday, 4 February 2016 at 8.00am in the Principal's Office

**PRESENT** Mr J Monaghan Chair  
Mr M W Grant  
Mr R Haslam  
Mrs S Yates

Mrs C Owen Clerk

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr P Dyke and Mr J A Farquharson

**2. DECLARATIONS OF INTERESTS**

There were no declarations of interest in any agenda item

**3. MINUTES OF THE MEETING HELD ON 26 NOVEMBER 2015**

The Minutes of the meeting were agreed as an accurate record and signed by the Chair

**4. Matters Arising**

The Committee noted that Mrs C Owen had requested suspension of her Governance membership with effect from 31 January 2016 until 31 August 2016 in order to undertake the role of Clerk to Governors on a temporary basis. The Chair welcomed her to the meeting.

**RESOLVED: To recommend to the Full Governing Body that the membership of Mrs C Owen be suspended until 31 August 2016.**

**5. COLLEGE EQUALITY OBJECTIVES : PROFILE OF GOVERNING BODY**

It was noted that the College was benchmarked against the population of Warrington and a discussion followed on the profile of the Governing Body and how this might be used to inform future governor appointments.

**6. GOVERNANCE SELF-ASSESSMENT REPORT – QUESTIONNAIRES COMPLETED BY INDIVIDUAL GOVERNORS**

The existing Governors questionnaire was discussed. The content and process was discussed. It was agreed that Governor evaluation would be reviewed and presented using the CIF (Sept 2015) as the basis for review.

*ACTION: GC AND JM TO PREPARE A NEW SURVEY*

**7. INDIVIDUAL REVIEWS – UPDATE**

The Chair of the Committee reported that he had met with 3 governors to undertake their individual review of their contribution to the GB. The timing of meetings was raised

as an item for discussion. Committee meetings are currently decided upon by the Chair of that Committee together with the members of the Committee. FGB meetings are currently scheduled for 4.30 and moving this to within the day could pose problems with attendance by some Governors.

*ACTION: RH TO INFORMALLY DISCUSS WITH INDIVIDUAL GOVERNORS AS THE MOST SUITABLE TIME FOR MAXIMUM ATTENDANCE.*

**8. PREPARATION FOR INSPECTION – UPDATE**

Mr Contos is to give a presentation at the next FGB meeting on 5 May 2016

- 9. Date of Next Meeting (2.30pm on Thursday, 28 April 2016\* Note change of time from 8.00 am)

The meeting closed at 8.42am

Carole Owen  
4 February 2016

***Accepted as an accurate record and signed by the Chair***

***Signature .....***

***Date .....***

Initials of Chair
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