

## EALING, HAMMERSMITH AND WEST LONDON COLLEGE FE CORPORATION

<b>Meeting</b>	<b>SEARCH AND GOVERNANCE COMMITTEE</b>		
<b>Date</b>	14 May 2020	<b>Time</b>	6.00pm
<b>Venue</b>	Virtual Meeting using 'Google Meet' <sup>1</sup>		
<b>Chair</b>	Ian Comfort		

**Present:** Ian Comfort; Phillip Kerle; Karen Redhead (CEO); Cllr Yvonne Johnson; Ross O'Garro  
**In attendance:** David Round (Clerk to the Corporation / Director of Governance)

*Attendance at meeting = 100%*

No.	ITEM
1.	<b>Apologies for Absence</b> None.
2.	<b>Declarations of interest</b> Cllr Yvonne Johnson is a Councillor for the Borough of Ealing.
3.	<p><b>New Governor Applications</b></p> <p>A report was made available to governors including a summary of the updated skills audit of the governing body membership and membership profile including analysis by protected characteristics.</p> <p>Ms Becky Caldwell joined the meeting at this point (18.05).</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>

[REDACTED]

The Committee met a further candidate, Ms Helen Mitchell, who joined the meeting at 18.45.

[REDACTED]

The Committee thanked Ms Mitchell for attending the meeting. Ms Mitchell left the meeting at this point (19.25).

[REDACTED]

<b>4.</b>	<b>Minutes</b> The minutes of the meeting held on 09 March 2020 were approved as a correct record and authority given to the use of the Chair's signature.
<b>5.</b>	<b>Matters Arising</b> The matters arising report from the previous minutes and other items carried forward was received and noted.
<b>6.</b>	<b>Membership Review, Terms of office and Succession Planning Report</b> The Clerk drew attention to the following: - <ul style="list-style-type: none"><li>• Those governors whose terms of office were due to expire in the coming academic year and the implications for succession planning.</li><li>• The terms of office of all members of the governing body</li><li>• The attendance records of members of the governing body.</li></ul>

	<p>It was <b>AGREED</b> that the Clerk would make contact with those governors whose terms of office were due to expire in the coming 12 academic year and sound out their willingness to extend their membership for a further period of 4 years.</p> <p><b>RESOLVED:</b> that the membership review and succession planning report be noted.</p>
<b>7.</b>	<p><b>Board Effectiveness Review Plan</b></p> <p>The proposed arrangements for the board effectiveness review plan including survey and feedback reporting were noted. The report would be presented to the Committee next academic year and to the full Board.</p>
<b>8.</b>	<p><b>Governance Matters</b></p>
<b>8.1</b>	<p><b>Committee Terms of Reference and Cycle of Business</b></p> <p><b>RESOLVED:</b> that the Committee's terms of reference and cycle of business be approved unchanged.</p>
<b>8.2</b>	<p><b>Draft Schedule of Meetings 2020/21</b></p> <p><b>RESOLVED:</b> that the draft schedule of meetings for the coming academic year be approved for ratification by the Corporation at the next Board meeting.</p>
<b>9.</b>	<p><b>Any other Business</b></p> <p>There was no further business and the meeting ended at 20.00</p>
<b>10.</b>	<p><b>Date of Next meeting</b></p> <p>The next meeting would take place on Tuesday 29 September 2020 at 18.00.</p>

**Chair's signature:**

**Date:**

Date	15 May 2020
Filename	c:\users\david\google drive (d.round@wlc.ac.uk)\search and governance working folder\search 140520\minutes of the meeting\sgc 140520 minutes draft.docx