

**PUBLIC MINUTES OF GOVERNANCE, SEARCH & REMUNERATION  
COMMITTEE MEETING HELD ON 12<sup>th</sup> June 2023  
(Held via Microsoft Teams)**

<b>PRESENT:</b>		Alistair Brooks Tom Dannatt Debra Gray Joey Greenwood Rob Lawson	External Governor External Governor Principal/CEO External Governor External Governor
<b>IN ATTENDANCE:</b>		Catherine Sykes	Director of Governance
<b>Min. No.</b>			
<b>GOVERNOR INTERVIEWS</b>			
<b>27</b>	<p>The Director of Governance noted that there had been one member of support staff who had submitted an application to become a governor, however the member was currently on leave and unable to attend for interview.</p> <p>It was confirmed that the staff member was known to the Principal, Chair and Director of Governance and it was thought would be a good appointment. It was noted that the Chair would meet with the staff member to interview and would recommend to Corporation the appointment, should they confirm suitable.</p>		
<b>OPENNING ITEMS</b>			
<b>28</b>	<b>Apologies For Absence</b> Rachel Storr  <i>In the absence of the chair of the committee, Rob Lawson chaired the meeting.</i>		
<b>29</b>	<b>Declarations Of Interest</b> None.		
<b>30</b>	<b>Minutes of Meeting held 27<sup>th</sup> April 2023</b>  <b>Resolved -</b> That the minutes of the meeting held on 27 <sup>th</sup> April 2023 be approved.		
<b>31</b>	<b>Matters Arising and Action List</b> The Director of Governance provided updates to the action list. It was noted that a number of items were ongoing as part of the work over the summer period and updates would be confirmed in September.  In response to a member’s question about the sharing of good practise, it was confirmed that the AoC does not hold a central record of the completed board reviews, and that it was not mandatory, although recommended, for College’s to publish their reports. Whilst it was agreed that this would be an excellent way of sharing good practise, the information was not readily available.  Members noted the access to the online training materials via the AoC and ETF, including that the communication from the ETF had been sporadic and much of the Governance Development Programme were unavailable. The Director of Governance confirmed that whilst still in development, the current platform was not being continued and learning for governors would again be located elsewhere. It was agreed that as soon as further information was available this would be shared with all members.  <b>Action -</b> Director of Governance.		
<b>SEARCH</b>			
<b>32</b>	<b>Governor Recruitment</b>		

	<p>Following the unavailability of the support staff member for interview, this item was delegated to the Chair, Principal and Director of Governance for recommendation.</p> <p>The Director of Governance confirmed that there were currently two external vacancies on the board, with Rachel Storr confirming that she was unable to stand for a second term of office and would be resigning from the board from July. Members noted the commitment and support the College had received from Rachel but understood her reasons for the decision.</p> <p>Members discussed the areas of expertise where the recruitment of Governors should be focussed, which include Human Resources, Engineering &amp; Equality Diversity &amp; Inclusion. The chair encouraged members of the committee to share any potential contacts with the Director of Governance to follow up.</p> <p>The Chair confirmed that potential governors must be aware of the required attendance and engagement to ensure effective governance at the College, and that this had been reiterated with the full board following the meeting on 22<sup>nd</sup> May. It was considered that the number of working professionals appointed as Governors was currently having an impact on availability to attend meetings and was being monitored.</p> <p>It was confirmed that the attendance of Governors, on an individual basis, is included in the financial statements and annual report.</p> <p><b>Resolved</b> - The committee delegated authority to the Chair, Principal and Director of Governance to recommend to the Corporation the appointment of Matthew Blowman to the Corporation meeting in July, subject to interview.</p>
33	<p><b>Reappointment of Governor</b></p> <p>The Director of Governance confirmed that Joey Greenwood was approaching the end of his first term of office and that he was eligible for a second term. It was noted that Joey was happy to stay on for a second time.</p> <p><b>Resolved</b> – to recommend to Corporation the reappointment of Joey Greenwood for a second terms office from 24<sup>th</sup> August 2023.</p>
<b>GOVERNANCE</b>	
34	<p><b>Instrument &amp; Articles of Government</b></p> <p>The Director of Governance spoke to her paper as circulated. It was noted the Eversheds guidance and model article was the basis of the Hull College Instrument &amp; Articles of Government, however this had not been updated by Eversheds to consider any changes relating to reclassification.</p> <p>The Director of Governance confirmed that no updates had been made to the document, or the comments or guidance from Eversheds relating to reclassification to the public sector but this continues to be monitored.</p> <p><b>Resolved</b> – To recommend to Corporation the updated Instrument &amp; Articles of Government.</p>
35	<p><b>Code of Conduct</b></p> <p>The Director of Governance spoke to her paper as circulated. It was noted the Eversheds guidance and model article was the basis of the Hull College Code of Conduct. In response to a member’s question, it was confirmed that there is no specific attendance in the code; however, there is a reference to the Standing Orders relating to this matter. It was noted that the board have a KPI of 80% attendance.</p> <p>In response to a member’s question, it was confirmed that the links to schedules 1, 3 &amp; 5 would be checked and updated to ensure the most up to date references were included in the document ahead of Corporation approval.</p> <p><b>Resolved</b> – To recommend to Corporation the updated Code of Conduct.</p>

CLOSING ITEMS	
36	<p><b>Any Other Business</b></p> <p>There were two other items of business.</p> <p>This is subject to a separate and confidential and minute.</p>
37	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>7<sup>th</sup> November 2023</p>

Approved by the Governance Search & Remuneration Committee at the meeting held 7<sup>th</sup> November 2023.