

Search Committee meeting 14 September 2010, Ashington Campus

	<p>Present : M Jeans (Chair) L Ions, C Todd (Attending as Acting Principal), M Rossi</p> <p>In Attendance: Clerk</p>	
Search/14sep10/01	<p>Confirmation of eligibility and quorum:</p> <p>The meeting was agreed to be quorate.</p>	
Search/14sep10/02	<p>Apologies:</p> <p>Apologies were received from Rachel Ellis-Jones and Phil Langton.</p>	
Search/14sep10/03	<p>Minutes of the meeting held 23 February:</p> <p>The minutes of the meeting were agreed as a true record of the meeting.</p>	
Search/14sep10/04	<p>Matters arising not otherwise on the agenda:</p> <p>There were no matters arising.</p>	
Search/14sep10/05	<p>Succession planning issues to discuss:</p> <p>The Chair advised of his intention to step down after Christmas. It was discussed and noted that there would be the need for both a new Chair and Vice Chair of the Governing Body and that the other Governors would be alerted to this at the next FGB. It was noted that members of the Search Committee would make suggestions of perspective new Governors to the Chair.</p>	
Search/14sep10/06	<p>Membership review and nominations for new Governors:</p> <p>It was noted that the Standards Committee needed another Governor and that preferably this should be someone within the Governing Body. LI agreed to talk to David Moon.</p> <p>The Chair advised he was talking to someone with regard to becoming a Governor for the Farm Committee. There was some discussion as to whether there was the need now for a Farm Committee and whether this should be probably be replaced by a Stakeholder Group. CT advised that this group would report to the Governing Body either on an annually or bi-annually basis. LI advised that the group should review the terms of reference for the Farm Committee.</p>	

	<p>MR advised he had been approached regarding the staff governor vacancy. Following discussions it was agreed that Debbie Simpkin begin the process of the staff governor elections.</p> <p>Also, MR advised he had been asked about the Wansbeck Business Forum holding their annual dinner at the College. Following discussions it was thought that Ashington may be too small for their needs and that perhaps Kirkley Hall would be a more suitable venue. MR agreed to clarify their needs and discuss the options with them.</p> <p>Action: MR to discuss requirements with Wansbeck Business Forum for their annual dinner.</p>	
Search/14sep10/07	<p>Retreat follow up:</p> <p>It was noted a meeting at Summer with action list has been followed through.</p> <p>Discussions were held with regard to the Clerks replacement. CT to look at the job description and advert. It was noted that the position was a Senior Post Holder role. It was agreed that the advert be sent to staff members and invite them to apply.</p> <p>Action: CT to look at job description and advert for Clerks replacement.</p>	
Search/14sep10/08	<p>Training Plan:</p> <p>LI talked about free training available from the AoC and that she would find out what was available.</p> <p>The following suggestions were made with regard to training for Governors:</p> <ul style="list-style-type: none"> • Links to Skills Audit • In house training • Governors to be invited to open evenings/events • Knowledge of curriculum areas of which governors discuss • Hold a workshop for new staff governor and staff within College <p>It was also suggested that:</p> <ul style="list-style-type: none"> • CT look to drafting a Governance Improvement Plan • Discuss the possibilities of links with other 	

	<p>corporations of other colleges.</p> <p>Action: CT to draft a Governance Improvement Plan.</p>	
Search/14sep10/09	<p>Self Assessment Plan:</p> <p>It was discussed and agreed that the SARQ be used as a framework for self assessment and that each committee assesses itself.</p> <p>The Chair agreed to complete the self assessment for Search as much as was possible and circulate to the other members of the group.</p>	
Search/14sep10/10	<p>Review attendance and committees:</p> <p>It was agreed that a report was needed on committee attendance.</p>	
Search/14sep10/11	<p>Review register of interests:</p> <p>It was noted that this had been completed.</p>	
Search/14sept10/12	<p>Committee self assessment (check E&D and Safeguarding issues):</p> <p>Covered in point 9 above.</p>	
	<p>Any other business:</p> <p>There were no items raised.</p>	
	<p>Confidential items and items for the risk register:</p> <p>There were no confidential items.</p> <p>There were no new items for the risk register.</p>	
	<p>Date of next meeting:</p> <p>2 November 2010, 4:00pm in the Committee Room, Ashington</p>	
	<p>Members of the Committee:</p> <p>M Jeans (Chair)</p> <p>C Todd</p> <p>L Ions</p> <p>M Rossi</p> <p>P Langton</p>	