

Minutes of a meeting of the Search Committee held on Tuesday 26th April 2011, in the Committee Room, Ashington Campus

	<p>Present : L Ions, M Rossi, P Langton, C Todd</p> <p>In Attendance: K Allan, D Simpkin</p>	
Search/ 26Apr11/01	The meeting was agreed to be quorate.	
Search/ 26Apr11/02	<p>Apologies</p> <p>Apologies were received from B Bedson.</p>	
Search/ 26Apr11/03	<p>Minutes of the meeting held on the 15th March 2011</p> <p>The minutes of the meeting held on the 15th March 2011 were accepted as a correct record.</p>	
Search/ 26Apr11/04	<p>Matters arising not otherwise on the agenda</p> <p>There were no matters arising.</p>	
Search/ 26Apr11/05	<p>Proposals for governance</p> <p>At a previous Search meeting held on the 22nd February 2011 the Corporation approved changes to the Standing Orders of the Corporation and to the Terms of Reference of individual committees as recommended by the Search Committee. The Corporation also noted that the Search Committee would consider further changes which may be appropriate in the event that there was a delay to agree a merger with NCG.</p> <p>K Allan and C Todd presented a report which referred the governance principles set out in "The Good Governance Standard for Public Services", utilised these to clarify the cycle of business which the Corporation needs to consider, and then considered which committees and/or groups are needed to transact business.</p> <p>Discussions took place around the proposed committee structure where committee members were asked to consider whether the functions of the Corporation could be effectively managed through the changes which KA highlighted in the report.</p> <p>It was agreed that the Search Committee should make the following recommendations to the Corporation, for implementation at the start of the 2011/12 academic year:</p> <ol style="list-style-type: none"> 1. The Full Governing Body meeting 9 times per year (every month except July, August, and either December or January) 2. The Audit Committee meeting 4 times per year 3. Search Committee to meet as and when required 	

	<p>4. Performance and Remuneration meeting once or twice per year</p> <p>5. Standards Committee to be discontinued</p> <p>6. Finance and Personnel Committee to be discontinued</p> <p>7. The Financial Procedures to be reviewed to ensure compliance with the new committee structure, and to grant the Principal and Director of Finance to authorise capital expenditure items up to £50k, within the agreed annual budget.</p> <p>8. The Principal will provide to the Corporation a high-quality, concise, and relevant quarterly Performance Report, in line with the recently agreed Performance and Business Planning Framework. This needs to show, in graphical or tabular form, performance against a set of annually-agreed key performance indicators, with narrative explanation of the actions planned or implemented in respect of underperformance.</p> <p>9. The content of the Quarterly Performance Report would replace many of the ad-hoc reports currently considered by the FGB and Committees - for example the retention report, class sizes report, and business development update report.</p> <p>The paper will be amended to reflect a stronger element of strategic discussion prior to submission to the FGB and the Clerk will discuss with the chair of the Standards Committee how governors may continue to influence standards issues outside of the committee structure.</p> <p>It was noted that the Principal is investigating whether the College still has a business requirement for a commercial subsidiary (High Gain Business Consultancy Limited) and this may lead to a recommendation of transfer of High Gain business to the College, and therefore disbandment of the High Gain Board.</p>	KA
Search/ 26Apr11/06	<p>Agree date and time of next meeting</p> <p>Date to be advised.</p>	
Search/ 26Apr11/07	<p>Any other business</p> <p>L Ions advised that her first term as Chair of the FGB expires in May 2011. It was agreed that the Search Committee should recommend to the Corporation, the extension of her appointment as Chair, until her term of office as a governor expires in September 2011.</p>	KA
	<p>Members of the committee:</p> <p>L Ions, M Rossi, B Bedson, P Langton, C Todd</p>	

Minutes agreed:

Signed:

Date: