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## Special Search and Governance Committee Minutes

Meeting held on Thursday 30<sup>th</sup> April 2020 at 5.00 pm, via Zoom

*Governors:* Phil Cook (Chief Executive and Group Principal), Rob Mitchell, James Ruddock, Mark White and Norma Wilburn (Chair)

*Officials:* Sarah Thompson (Clerk to the Corporation) and Sam Young (Governance Support Officer)

*Due to technical difficulties the meeting started at 5.30 pm and Mark White (Corporation Chair) chaired the meeting. The Clerk confirmed that the meeting was quorate.*

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### **S20/9      Agenda Item 1 – Minutes of Previous Meeting**

Minutes of the Search and Governance Committee meeting held on 16 January 2020 had been circulated and were **approved** as an accurate record.

Members considered the actions arising from previous meetings and the Clerk outlined that, due to the necessary delay in holding the Governors' Workshop facilitated by Sir Frank McLoughlin, leadership succession arrangements would be discussed at the September meeting.

All other items were in progress or delayed due to the impact of COVID-19 and would be updated at the next committee meeting.

*Phil Cook and Norma Wilburn joined the meeting; Mark White continued as Chair for the remainder of the meeting.*

### **S20/10    Agenda Item 2 – Corporation and Committee membership recruitment and succession**

The Clerk confirmed that applications had been received from Vanessa Housley, Mark Wilson and Anne Vickers and had been circulated.

With reference to concerns regarding any conflict of interest from Mark Wilson's current work on a project at Redcar and Cleveland College, the Chief Executive confirmed that he was engaged on a short-term consultancy basis on a project with no link to NETA operations. The Clerk added that, unlike FE Corporation members, the NETA Articles of Association allowed Etc. employees to be members of the NETA Board and there would be no requirement to refer this appointment to the Charity Commission.

Members welcomed the application from Anne Vickers, as a nominee of the Sir William Turner Foundation. The Clerk had already spoken with her about the role and the commitment required; she agreed to arrange for the Corporation Chair and the Chief Executive to speak to Anne before the Corporation meeting on the 7<sup>th</sup> May. Members noted that their recommendation was subject to receipt of a second satisfactory reference.

Martin Gray had expressed an interest in becoming a governor and his application was anticipated but delayed due to current exceptional workloads. Both the Committee Chair and Corporation Chair noted that they had known Martin for many years and agreed to act as referees. Members agreed to recommend his appointment to the Corporation subject to receipt of his application before the 7<sup>th</sup> May.

From her previously circulated report, the Clerk highlighted that Subhash Chaudhary had agreed to be reconsidered for appointment at the end of his term of office in October 2020 and that a formal recommendation would be provided to the next meeting of this committee. In terms of succession planning for the end of Richard Poundford's and Mark White's terms of office, members noted the requirement to fill skills gaps in terms of the role of Chair of Audit Committee and experience and understanding of higher education, respectively.

Members **noted** the membership update and **agreed** to:

- i) recommend to the FE Corporation that Vanessa Housley be appointed as co-opted member of the Standards Improvement Committee for a term of four years;
- ii) recommend to the NETA Board and FE Corporation that Mark Wilson be appointed as a NETA Board member;
- iii) recommend to the FE Corporation that Anne Vickers be appointed a Corporation member (nominee of the Sir William Turner Foundation) for a term of four years subject to receipt of a secondary satisfactory reference and DBS check;
- iv) recommend to the FE Corporation that Martin Gray be appointed as Corporation member for a term of four years subject to receipt of a satisfactory application form, references and DBS check.

### **S20/11 Agenda Item 3 – Any Other Business**

There were no items of other business.

### **S20/12 Agenda Item 4 – Approval of Documents for Public Inspection**

It was **agreed** that the agenda and supporting documents should be made available for public inspection, with the exception of appendices D to L for agenda item 2 as

they contained personal information. Minutes would be published following committee approval.

**S20/13 Agenda Item 5 – Date and time of next meeting**

The next meeting was scheduled to take place on Thursday 4 June 2020, 4 pm, either remotely or in SRC 301.

**S20/14 Agenda Item 6 – Key Themes**

The following items were identified as key themes:

- Recommendation to the FE Corporation that:
  - Vanessa Housley be appointed as a co-opted member of Standards Improvement Committee
  - Anne Vickers be appointed as Corporation member (nominee of the Sir William Turner Foundation)
  - Martin Gray be appointed as Corporation member
- Recommendation to the NETA Board and FE Corporation that Mark Wilson be appointed as a NETA Board member

*(The meeting ended at 5.45 pm)*

**Approved at a remote meeting held 4 June 2020**