



**Minutes of the Meeting of the Governance Committee
Held on 27 June 2023 at 5:15 pm via MS Teams**

Present	In Attendance
Gideon Schulman (Chair)	Robert Heal (Director of Governance)
Annette Cast (Principal)	
Sundeeep Bhandari (Vice Chair)	
Kate Parsley	
Viresh Paul (joined late)	

1. Chair's Opening Remarks and report of any Chairs Action taken since the last meeting

2. Apologies for Absence

None

3. Declarations of Interest

The Principal noted she has become a Board member of Helix and West London Green Skills Hub

4. Minutes of the Meeting Held on 21 March 2023

The minutes of the meeting held on 21 March 2023 were accepted as a true record and approved.

Review Action Points

Action points were noted as completed

5. Matters Arising

Safeguarding Training was discussed and recommended to be in person

Viresh joined the meeting

6. Succession Planning

6i Board Structure & Vacancies

The Board structure was presented . It was noted that Kevin had since agreed to be Vice Chair Resources. It was proposed that I&A and Board Standing Orders be reviewed so that **the Chair audit committee should not be the chair remuneration due to a conflict of responsibilities. - action**

6ii New member Mike Bluestone

Approved to join the Board

6iii. New Member Interviews- Mrs Carina Mistry Uppal

The Chair introduced the committee, Governors asked a range of questions.

The panel thought the candidate was articulate, came across well, had a good cv and appeared passionate; with experience on safeguarding and would complement the Board. They were very transparent and lives locally so meets local community desires, diversity of age and a former Stanmore student.

6ii New Member Interviews- Hannah Butland

The Chair introduced the committee, Governors asked a range of questions.

The panel though the candidate was very good, passionate about education, with strong education experience and transferable skills, living local and would strengthen Board.

7. Governance Administration

7i. Annual selection of Chair and Vice Chair

It was proposed that Gideon remain Chair and Sundeep Vice Chair

The committee approved

7ii Terms of Reference Annual Review

The terms of reference were explained by the Director of Governance

The committee approved the changes

7iii Board Work Plan

The Governors challenged the inclusion of Health & wellbeing as a separate item. This will be added to the Board presentation

The committee approved the work plan

7iv I&A and Board Standing Orders

The Committee were reminded of the AoC Code of Good Governance and the FE Commissioners recommendation on Governor length of service. Governors challenged the maximum term of office and discussed alternative options, suggesting a 12 year maximum, requiring a reason for over 8 years. Governors highlighted that industry regulators do not like long terms, as long terms are not good for the Board freshness. Governors also challenged why a long term governor who is performing should be pushed out. It was noted that the FE commissioner and ofsted gave clear steerage and that Boards should be proactive in refreshing the Board. It was also noted that practicality and Board size was also key.

The committee agreed to 9 years maximum, with strong succession planning.

8. Ambassador Scheme

The Chair proposed an ambassadorial program, using Viresh Paul as an example, where Governors who have donated many years service and were advocates of the college. It would be beneficial for the college to keep them involved after their service. Governors challenged a limit to ambassador numbers, expectations of the role, any unintentional consequences and an exit strategy.

Governors agreed it should be by invitation from Board, with Principals also in approval, with a limit of 3 years and additional 1 years upto a maximum of 5 years. Where it can be demonstrated there is a benefit to the college.

Viresh abstained from vote due to his proximity to the term.

Governors approved the proposal.

9. FE Commissioners Governance Review Update

The Deputy FE commissioner met with Chair & Principal, feedback was very positive, proud of Stanmore. A big step change transformation from the past.

The External Governance review is in progress with the board advisor attending the next Board meeting

10. Policies

Governor Code of Conduct

Governor Gifts & Hospitality

SPH model policies

All policies approved

11. Date of Next Meeting

The date of the next meeting will be held on Tuesday 3 October 2023 at 5.15pm

The meeting ended at 7:05 pm

Signed

Chair

Date

Action Points

Item	Action	Responsibility	Timescale
6	the Chair audit committee should not be the chair remuneration due to a conflict of responsibilities.	RoH	July 2023

