



Minutes of the Search Committee

(Via Video Conference)

Date: 4 March 2021

- Present:** Nav Chohan (Principal)
Jo Beaumont (Chair)
John Egan
David Butcher
Paul Webley (External Co-option)
Colin Forrest (temporary co-option)
- In attendance:** J Stott (Clerk)
- Apologies:** -
- Meeting commenced:** 17.00
- Meeting closed:** 19:15

01/21 Disclosure of financial and/or personal interest

Colin Forrest disclosed that he knows Steph Tinsley and also works with Ron Hill mentioned in the Stone King proposal.

02/21 To agree the agenda and order of business as circulated

The agenda and order of business were agreed.

03/21 To appoint a Chair of the Committee

Jo Beaumont was nominated, seconded and agreed as Chair of the Committee.

04/21 To approve the minutes of the meetings held on 11 November 2020 and 16 November 2020

The minutes were approved as a true record.

05/21 Matters arising

There were no matters arising.

06/21 i) To consider the questions and format for meeting prospective new members

Members agreed the format and questions for the meetings.

ii) To meet with prospective new members

To note Jo Allen has withdrawn.

Discussions took place with questions asked and answered by the applicants. The discussions covered background, experience and qualifications, as well as aspects of the work of the College and the Corporation.

a) Ann Perry

Introductions took place and Ann provided a bit of background. She worked at the College for 3 years as a singing teacher and has also taught Maths. She is interested in the role as she wants to learn, has a lot of commitment to Shipley College and is curious with this period of rapid change in how it is being dealt with. She was a governor at a secondary school in the past so feels she has an idea how it works and believes she has a mind that can deal with new things. Ann feels she has something to contribute and is good at asking questions.

The skills and experience Ann would bring to the role are her ability to listen and engage with others and she has experience of conducting lesson observations. She believes a governor's role in promoting E&D is in making standards, ensuring rules are followed and by setting an example. When asked how the governing body can judge how effective it is being, Anne felt she didn't know enough about how it works to be able to properly answer. Time commitment would not be an issue for Ann, as long as she is careful as she is involved in many things, but she said she is very responsible and understands the serious commitment. She has no recent training in E&D or Safeguarding but is willing to undertake this and would be more than happy to come into College and get involved with the students and consented to a DBS check.

To finish, the Clerk explained more about how the Corporation works and Ann was given the opportunity to ask questions. She asked what has been the most challenging thing and what has been the best thing that has come out of this last year. The Chair replied that we have challenges with finance in the future, but that the positive is the College has learnt to adapt, develop distance learning and has successfully put in place more blended learning.

b) Peter Whittle

Peter explained that he has been a volunteer in the education field for 25 years. He comes from a financial background and has experience in governance of educational establishments so has a feel for education beyond 18. He is interested in putting himself forward for Shipley College in particular and likes how much vocational work we do which he feels is also very important. He lives close by, believes in contributing to the community in which he lives and feels he now has the time to get involved.

The skills and experience Peter would bring to the role are around finance which he has worked in all his life. He understands accounting, cash flows etc. and has a questioning mind. He has also been a treasurer for 5-6 years turning over £0.5 mil and is now Chair of Otley Golf Club where they are currently looking to recruit

an apprentice. He has always had an interest in education with many family members working in this field.

Peter understands the role of governance to be one of advising and guiding and being a wise friend. They are not a board of directors, but he feels the roles are changing with skill sets overtaking passion, with a more business-like approach. He feels education is not all about money, but also about bringing in additional skills.

He believes a governor's role in promoting E&D is partly to ensure any unconscious bias does not get through which he believes everyone has to some degree. It is also about giving equal opportunities and treating everyone fairly. In judging how effective the Corporation is being, he believes it should set measurable objectives as they are of no use if they cannot be measured.

Peter confirmed he has the time to get involved as he is now retired and is happy to take on any training that may be required. He would also be happy to come into College and meet students as he doesn't want to just sit on the board but feel fully involved.

After the Clerk explained more about the Corporation and its structure Peter was invited to ask questions. As he knows very little, he asked for more information on the governors and was directed to the College website which has a profile on each member.

c) Stephanie (Steph) Tinsley

Steph explained what she knows about the College and how it has been consistently rated Good by Ofsted since 2013. She previously worked at the college for a number of years which she enjoyed and what stands out most is how the students are very proud to be at Shipley College and enjoy their learning. She has always thought about becoming a governor and as a past Vice Principal, has an understanding of the role and how governors are involved in strategic direction with a 'noses in but fingers out' approach. She retired 12 months ago and feels ready for voluntary work with a level of experience to contribute.

Steph's skills and experience lie in her strong curriculum background focussing on student outcomes and standards so she feels the C&Q committee would be ideal for her. She feels the role is about asking questions and looking how to help improve the College experience. She also has some experience in finance and can read accounts which are of interest to her to ensure money is well spent.

Steph believes governance is about looking at data and challenging the management team on what it presents, asking the right questions, and that the information must be presented at a level governors can understand to be able to make decisions, though they are not involved in the day to day running of things. She agrees walkthrough observations are important for governors to be able to see a lot in a short amount of time and involvement with the student body is important and would interest her. She believes a governor's role in promoting E&D is to review the annual E&D Policy, and review the data of ethnicity,

disability and recruitment. In judging how effective the board is she believes governors are required to carry out an annual review on their own progress.

Steph has worked out that she would need to offer around 40-50 hrs per year which is not an issue for her with being retired. She is happy to carry out any training, and highlighted that one of her roles at Craven College was that of Safeguarding Lead, as well as inducting new governors.

The Clerk explained more about the committee structure and Steph volunteered for the C&Q role should she be successful. When asked if she had any questions, Steph asked what the College perceives to be the biggest challenge over the next 12 months apart from finances? The Principal explained that finance is by far the biggest challenge, but that we still have a few pockets of underperformance and have a challenge in finding the right staff for the right areas such as in accounting and computing.

Members then discussed the merits of each candidate.

Members agreed to recommend to the Corporation that Peter Whittle and Stephanie Tinsley be appointed for a term of office to be determined by the Clerk.

It was agreed to invite Peter Whittle to join the F&R Committee and Steph Tinsley to join the C&Q and Audit Committee.

Members agreed that Ann Perry did not fill the skills gap they were looking for on the Corporation so agreed not to appoint her at this time.

07/21 Governance Review

The Clerk explained that he was approached by Stone King after attending a governance conference with a proposal for a governance review. Members were asked for their thoughts and a discussion followed. The key assumptions are that the College and governance are in good shape. This would imply a review is not urgent, but members agreed there is still a need for it to look at a historical review of practice, fitness and purpose going forward and what governance looks like in the future.

After full consideration it was agreed:

- 1) To decide why we want a review and what outcome we want from it
- 2) Prepare an introductory rationale for Corporation on 30th March as to why we need a review.

ACTION: D Butcher agreed to write a short discussion document, in consultation with C Forrest, for the Corporation.

- 3) Agree if Search Committee carry this forward on behalf of the Corporation
- 4) Search Committee to meet after Easter to agree a scope and time-line
- 5) Go out to tender to interested parties to undertake the review
- 6) Submit a proposal to Corporation

08/21 Date of next meeting

To be arranged.