

# Governance and Remuneration Committee

Tue 25 April 2023, 18:30 - 19:30

Zoom

## Attendees

### Board members

Professor Colin Grant (Member), Alastair Owens (Member), Stephen Jones (Member), Maurine Lewin (Chair), Andrew Boucher (Member), Pauline Odulinski (Observer), Kwame Amoako-Atta (Member), John Kirk (Interim Clerk)

## Meeting minutes

### 1. Welcome, Apologies for Absence, and Quoracy

ML welcomed everyone. There were no apologies for absence, and the meeting was declared quorate. Rosali Pretorius had been invited to attend as an observer but was overseas.

**Information**

Maurine Lewin

### 2. Declarations of Interest

To record and declarations of interest in agenda items  
None

**Information**

Maurine Lewin

### 3. Minutes of the Previous Meeting 24 January 2023

To approve, or otherwise, the minutes as a true and accurate record of the meeting.  
The minutes were approved as a true and accurate record.

**Decision**

Maurine Lewin

 [Minutes\\_Governance & Remuneration Committee\\_240123.pdf](#)

### 4. Matters Arising

To discuss any matters arising from the minutes that will not be covered elsewhere on the agenda.  
None

**Discussion**

Maurine Lewin

### 5. Governance Update

A receive a report on the Corporation membership.  
ML Responded to the position paper and suggested Pamela Dube's continuing role with the College should be a matter for the Principal.  
JK to write to PD and thank her for her service.

**Information**

John Kirk

AB paid tribute to AO for his long service on his final appearance at this committee.

It was noted that as of July there will be four vacancies, in addition to Usha who will step down as Parent Governor.


AO noted that work would be needed in contacting local organisations, including Higher Education such as Queen Mary University.

There was discussion about the the attendance figure.

AB asked if the clerk could make a verbal report at each meeting to confirm attendance is in line with expectation.

**Actions - ML & AO to meet to discuss recruitment. JK to write to Pamela Dube and DV.**

**JK to invite DV to next meeting**

 [Membership Summary 110423.docx](#)

 [Sir George Monoux Corporation Committees 2022-23 01-02-2023.docx](#)

 [Board Termination Dates.pdf](#)

 [Meeting Attendance \(Monoux\) 2021-22 190422.pdf](#)



#### 5.1. SEND Governor

To receive a report of changes to the FE Governor Handbook regarding the requirement for a SEND Governor.

It was agreed that Jamie Davies would be an ideal candidate as he already serves on the External Relations,

Committee, which would consider this matter.

**Action - CG/AB to invite Jamie Davies to take on this role.**

-  Changes to FE Governor Handbook.pdf
-  RR-of-a-SEND-Governor-v2.pdf

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## 6. Appointment of Student Governors





To review the procedure for the appointment of student governors

It was noted that there is no written procedure on the selection of the student governors and the committee wished to ensure adequate student voice in the process.

CG explained that the student body is widely consulted before the principal selects from a final panel.

It was agreed that there should be written policy and that ownership of the procedure should be clarified, and that the Principal is to be invited to the next meeting of the committee to provide a rationale. This subject will be looked at in the the External Review of Governance conducted by PO.

**Action - JK to invite DV**

-  Elections Process Gateway.pdf
-  Gateway College Student Council Constitution.pdf
-  King Edward VI College Nuneaton SU Constitution.pdf
-  Student Governor Recruitment Website.docx

## Discussion

Maurine Lewin

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## 7. Skills Audit

To provide a summary of the skills available to the Corporation.

It was noted that this was a rather blunt tool as answers were subjective, though the IT knowledge score was a concern to be considered in future recruitment.

It was requested that this documented be formatted in order of response scores, and emailed to members to show skills priorities in future recruitment.

**Action - JK to reformat Skills Audit**

-  Skills Audit April 2023.pdf

## Information

John Kirk

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## 8. Any Other Business

It was noted that due to an unacceptable number of issues, ETF are moving away from the FutureLearn platform, which had hosted the Governance Development Programme.

It was agreed to consider future training needs after consideration of the External Review of Governance.

**Action - JK to inform all governors re Governance Development Programme**

## Information

John Kirk

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## 9. Dates and Times of Next Meetings

Meeting dates for 2023-24:

Tuesday 3 October 2023 6.30pm

Tuesday 23 January 2024 6.30pm

Tuesday 23 April 2024 9.30pm

Any other meetings by arrangement as may be required.

## Information

Maurine Lewin