



**Item 15.1**

**Minutes of the Meeting of the Governance Committee  
Held on 25 June 2024 at 5:15 pm Oak 122 and via MS Teams**

<b>Present</b>	<b>In Attendance</b>
Gideon Schulman (Chair)	John Kirk (Interim Director of Governance)
Annette Cast (Principal)	
Kate Parsley *T	
Paul Goodman *T	
Sundeeep Bhandari (Vice Chair) *T	*T Via Teams

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

The Chair welcomed everyone to the meeting. No chairs actions to report. Natasha is expected to join the Board meeting in July, and one-to-one meetings with members have been very positive.

**2. Apologies for Absence**

None

**3. Declarations of Interest**

None

**4. Minutes of the Meeting Held on 19 March 2024**

The minutes of the meeting held on 19 March 2024 were accepted as a true record and approved.

**Review Action Points**

<b>Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timescale</b>
5	Add SPH appointments to Board agenda	DoG	March 24
5	Write to Governor Carlton Downie and refer absence to Board	DoG	March 24

The action points have been completed.

**5. Matters Arising**

Board and committee membership.

AC raised some concerns about some recent emails sent by a newly appointed governor. It was agreed to suspend Jatin Patel until these issues have been investigated.

**6. Board and Committee Membership / Succession Planning**

The Committee reviewed the existing committee membership.

Student governors are now being canvassed in time for the first board meeting in October.

It was agreed that recruitment should be a priority for Natasha in September.

## **7. Governance Administration**

### **i. Annual Selection of Chair and Vice Chair for the forthcoming year**

By unanimous vote the Committee re-elected Gideon Schulman as Chair and Sundeep Bhandari as Vice Chair for the academic year 2024-25

### **ii. Terms of Reference Annual review**

The Terms of Reference were reviewed and approved without change.

### **iii. Board work plan**

The Board and Committee Work Plan 2024-25 as had been approved in March was recommended to the Board for approval.

It was recommended that each committee should approve its own workplan.

Following on from the ERG, there was a suggestion that this be deferred to the new DoG.

PG requested 1-2-1's with chairs and DoG

### **iv. I&A and Standing Orders review**

There were no changes.

### **v. FE Governance Guide Update**

The DfE Governance Guide 2024 was updated in April.

The Committee noted the minor changes to the wording on Prevent and the updates to the further reading list. These will be highlighted to the Board.

## **8 Ambassadors**

AC gave an update on the Ambassadors.

This item was deferred until next term, with the involvement of the Director of Marketing to enhance the role to involve more events and maximize opportunities from the new build.

It was agreed to provide ambassadors with a calendar of events to which they are invited.

## 9. Policies

1. The Committee noted the changes to the preamble of the Governor Code of Conduct to bring it into line with the AoC Code of Good Governance.
2. The Committee received the Governor Gifts and Hospitality Policy noting the only change was the gift amount was increased from £50 to £75.
3. The Committee received the Senior Post Holder model Policies noting they were unchanged.

**The committee approved these policies subject to formatting and date changes.**

## 10. Any other Business

PG Asked what action are in process for governor recruitment.

GS This needs to be a priority for the new DoG

AC Has been collecting some names, including:

The Deputy Mayor of Harrow, an ex-principal, and a retired Head teacher.

KP cautioned that a deputy mayor might have calendar challenges.

SB asked about college email addresses and devices.

AC confirmed that these will be available at the July Board.

## 11. Meeting Review

### 12. Date of Next Meeting

Date of next meeting – Tuesday 1 October 2024 at 5.15pm

The meeting ended at 6:10 pm

**Signed**

**Chair**

**Date**

### Action Points

<b>Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timescale</b>
7.iii	Each Committee to approve its own workplan each year	DoG	September 2024
7.iii	DoG to arrange one-to-ones with committee chairs	DoG	September 2024
8	Ambassadors to be provided with a calendar of events	DoG	September 2024

10	DoG to prioritize governor recruitment	DoG	September 2024
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