

NOMINATIONS AND GOVERNANCE COMMITTEE

Minutes of the hybrid meeting held on 27 June 2022 at 1pm

- Present physically:** C Higgins, Vice Chair N Savvas
- Present virtually:** E D’Souza, Chair S Daley (part)
- In attendance:** S Gales, Governance Professional
- Apologies:** S Howard

The meeting started slightly later than scheduled at 1.15pm

- 1 Declaration of Interests and Apologies for absence**
C Higgins, E D’Souza and S Daley declared their role as a Trustee of Suffolk Academies Trust, N Savvas declared his role as a Trustee and CEO of Suffolk Academies Trust. No other conflicts of interest in relation to the items of the agenda were declared.
- Apologies for absence were received from S Howard.
- 2 Minutes of the meeting held on 17 March 2022**
The minutes of the meeting held on 17 March 2022 were **agreed** as an accurate record.
- 3 Matters Arising from meeting on 17 March 2022**
All matters arising from the previous meetings were complete.

S Daley joined the meeting at 1.19pm

The Committee considered and **accepted** the recommendation of the Governance Professional to continue to administer the 360 feedback but anonymised.

- 4 Annual Report of the Committee**
The Committee received and considered the report provided which summarised the work undertaken by the Committee this academic year, the current constitution of the Corporation and membership of its Committees, reviews the equality, diversity and inclusion metrics of Governors and Committee members, summarised the skillset, training and development of Governors and Committee members, and the training and development of Governance Professional.
- The Committee received, considered and **approved** the Annual Report of the Committee; and **agreed to recommend to the Corporation**.
- In October, the Committee discussed the appointment of Sarah Howard which expires at the end of this academic year against the reappointment criteria and **agreed to recommend to the Corporation** they reappoint Sarah Howard for a further 3-year term of office. The Committee also discussed the appointment of Henry Nydam and Nick Roberts which expires at the end of this academic year against the reappointment criteria and **agreed to recommend to the Corporation** they be reappointed for a further 1-year term of office.

The Committee noted that Henry Nydam would like to be appointed as a full Governor, and agreed that the Governance Professional should approach him to undertake referencing checks with a view to starting next academic year.

The Committee noted that we have also received two additional direct approaches for the role of Governor. The Committee agreed that the Governance Professional should invite formal applications for consideration.

Action

S Gales

S Gales

5 **Annual Governance Self-Assessment Review**

In line with best practice and in accordance with the College Accounts Direction 2021 to 2022 and the AoC's Code of Good Governance for English Colleges, the Committee reviewed the Corporation's annual self-assessment of governance. The Committee reviewed the report which summarised the methodology used for the annual self-assessment review of governance and the findings of the review.

The Committee considered all the evidence provided and **agreed** that the overall governance of the College is: **EFFECTIVE**.

The Committee **approved** the 2021/22 Annual Governance Self-Assessment review; and **agreed to recommend to the Corporation**.

The Committee **agreed** to recommend the Corporation adopts the latest edition of the Code of Good Governance for English Colleges

6 **Updated Governance documentation**

The Committee received and considered and **approved** the Appointment and Term of Office Policy.

S Gales noted the material changes and the Committee discussed whether we amend Section 10.1 to link Student Governor role with student council member/chair and to remove the requirement for the Student Governor role to be "nominated by two other college students". The Committee discussed that our HE student council is still establishing and **agreed to reconsider** the proposal to link HE Student Governor role with student council member/chair in 1 years' time. The Committee **agreed** to remove the requirement for the Student Governor role to be "nominated by two other college students".

S Gales

S Gales

The Committee **approved** the Appointment and Term of Office Policy; and **agreed to recommend to the Corporation**.

The Committee received and noted the Succession Plan Tracker.

The Committee received, considered and **approved** the 2022/23 Governance Structure and Calendar; and **agreed to recommend to the Corporation**.

The Committee asked the Governance Professional to speak to C Chua to see if he may be interested in being the Governor Lead for Progression.

S Gales

The Committee discussed that it would be highly effective to join certain Governance Committees across the Group e.g. Resources Committee, Nominations and Governance Committee, and Educational Excellence [for sixth form provision]. The Committee asked the Governance Professional to explore how best to achieve this for 2023/24 within the legal and regulatory frameworks of the Trust and College.

S Gales

The Committee received, considered and **approved** the Governance Business Cycle; and **agreed to recommend to the Corporation**.

The Committee received, considered and **approved** the Governance Key Performance Indicators; and **agreed to recommend to the Corporation**.

The Committee received, considered and **approved** the Governance Strategy Cycle; and **agreed to recommend to the Corporation**.

7 **Any other business**

None.

The meeting closed at 2.11pm