

		<p>The Clerk intended to include questions about preferences for face-to-face and virtual meetings in the Governor summer questionnaire. It was agreed that physical meetings were important for Corporation meetings, and particularly important for new staff. There may be a role for virtual meetings for certain instances, such as single-item issues, smaller committee meetings, interviews and emergency meetings between Corporation meetings.</p> <p>Governors noted the recruitment plan set out in the paper which was intended to take place over the summer period. It was agreed that at least two new Governors would be sought, one to join the Audit and Risk Committee and one to take on an equality/diversity link role. An additional Governor for the F&R Committee would also be useful.</p> <p>M Robertson agreed to approach his contact at the Science Park.</p> <p>N Harrison agreed to approach her contacts in local government and at Allia.</p> <p>The Clerk agreed to circulate a Governor job role to the Committee which would then be posted on the CRC website and social media, and would be circulated to all Governors.</p>
5	Code of Governance review	<p>E Baldwin introduced the paper on the code of governance consultation.</p> <p>She outlined a number of the changes that were being proposed, including:</p> <ul style="list-style-type: none"> - need for board members to be aware of all serious complaints and how they are resolved in timely manner (i.e. not just whistleblowing, and not waiting for an annual report) - reference to board oversight of curriculum strategies - reference to multi-year financial planning - tighter reporting on strategic partnerships and external business - new guidance on environmental sustainability and need for a strategy that is reported in the Financial Statements and on the website - new guidance on equality and diversity, and requirement for reporting in the Financial Statements - more focus on independence and training of the Clerk - more focus on governor self-assessment, including external review <p>N Harrison welcomed the focus on environmental sustainability. It was noted that a cross-college student/staff group would be reinvigorated for the start of the autumn term. The College needed to have a coherent strategy that encompassed the breadth of College activity. It was recommended that the College looked at other college strategies, including those in Scotland, and to explore whether a cross-college approach would be appropriate. An update would be given to the F&R Committee.</p> <p>The Clerk said that she would look into the timescales for the new code</p>

		<p>coming into effect. It was noted that the College also needed to develop a new equality and diversity strategy which would be reported in the Financial Statements in December 2021.</p>
6	Governor training	<p>The Clerk introduced the paper on Governor training.</p> <p>There was an increased emphasis on Governor training, and the recording of it, in the FE White Paper and Code of Governance. Training undertaken by individual Governors would be tracked and monitored by the Search and Governance Committee. All Governors were encouraged to report any training to the Clerk so it could be logged appropriately.</p> <p>Safeguarding and PREVENT training was mandatory for all governors. Currently all new Governors were required to undertake online safeguarding and PREVENT courses as part of their induction.</p> <p>Training thereafter was provided on a bi-annual basis in Corporation meetings. The Clerk had surveyed other colleges and this was in line with best practice.</p> <p>The Committee agreed that going forward, Governors would be asked to renew their safeguarding training on renewal of their term of office.</p> <p>The staff bitesize training was now being made available to all Governors, so that Governors would have access to training on a termly basis.</p> <p>The link Governor for safeguarding should receive training every 2-3 years.</p> <p>Governors were asked to sign a declaration they have read the 'Keeping Children Safe' document on an annual basis. All Governors had now replied to confirm this for 2020/2021.</p> <p>The Committee went on to discuss the Governor link scheme. It was noted that due to the work of the Task and Finish Group, and the impact of lockdown which had limited opportunities to visit the College, the Governor link scheme had not been reinvigorated.</p> <p>The Committee agreed that the Scheme should be re-launched for September opening. It was agreed that a thematic approach would be useful going forward, and it was important not to overlap with the work of the Task and Finish Group.</p> <p>Link roles would include:</p> <ul style="list-style-type: none"> • Safeguarding/young carers (Mike Cole) • HE (Daniele Gibney) • Student voice/careers (Nichola Harrison) • Environmental sustainability (vacant) • Equality & Diversity (vacant) • High needs/supported learners (vacant)

		<p>All Governors would be encouraged to attend PMBs/SARs/curriculum meetings and student board meetings as they became available, and would not be restricted to link areas.</p> <p>The Clerk agreed to write role descriptions for the link roles; it was noted that there were already descriptions for safeguarding and HE.</p>
7	Standing Orders	<p>The Clerk introduced the paper on the Instruments and Articles and Standing Orders. They had been checked to ensure that they remained fit for purpose.</p> <p>Minor changes were suggested to the Standing Orders to clarify the term of office of the Chair. No changes are suggested to the Appendix for the appointment of Governors.</p> <p>It was agreed that in the future the Instruments and Articles would be reviewed on a bi-annual basis, but the Standing Orders would continue to be checked annually.</p>
8	Self assessment of meeting	There was no other business.

The meeting finished at 6pm.