



## THE OLDHAM COLLEGE

### GOVERNANCE AND SEARCH COMMITTEE

#### Minutes of the meeting held on 2 June 2009

Present:	Cyril Brandford Kath Thomas Alan Milligan	Governor - Chair Principal Governor
In Attendance:	John Pattison	Independent Clerk to the Corporation
Apologies:	John Osbaldeston Abdul Jabbar	Governor – Vice Chair Governor

#### 1. Apologies

Apologies were received from Alan Milligan and Abdul Jabbar. John Pattison reported that the meeting was quorate.

#### 2. Declarations of Conflicts of Interests

None.

#### Minutes of Meeting held on 17 February and the extraordinary meeting held on 21 April

The minutes of the meeting and the confidential minute held on 17 February were agreed as a correct record. Alan Milligan requested that the minute of the extraordinary meeting be amended. With the above amendment, the minutes of the extraordinary meeting of 21 April were agreed as a correct record.

John Pattison reported with regard to progress on the Principal's request for a financial leaving package, He explained that Eversheds solicitors had recommended clarification by the Teachers Pension Scheme regarding whether the annual pay award is included in the 10% pay increase ceiling. He explained he had convened the sub-committee and explained the position, including his problems in contacting the appropriate authority.

There was discussion regarding the appointment of a new Principal, Kath Thomas recommended that if the matter is resolved in the next few weeks, an advertisement could be placed in July for interviews in September.

#### 4. Rolling Action List Update

John Pattison reported that there were no items outstanding.

#### 5. Recommendations for approval of New Members/Re-approval of Existing Members

John Pattison informed the meeting of the resignation of Eddie Dixon.

**Action :** John Pattison to write on behalf of the Corporation thanking Eddie Dixon.

There was discussion on identifying a replacement Governor in light of the identified need for female and BME representations. There was also discussion on the need to have effective links with the local authority in light of the new mechanism of government.

**Action :** Kath Thomas to contact ..... Deputy Chief Executive of OMBC as to her willingness to serve as a Governor.

**The Governance & Search Committee agreed:**

- to recommend Chief Superintendent Caroline Ball of GMP as a co-opted member of the Academy Steering Group subject to her agreement.

There was also discussion of a replacement member for the College Health & Safety Committee.

**The Governance & Search Committee agreed:**

- that a volunteer be requested from the Corporation.

The re-appointment applications of Kashif Ashraf and Nigel Newton were considered.

**The Governance & Search Committee agreed:**

- the reappointments of Kashif Ashraf and Nigel Newton for recommendation to the Corporation.

The re-appointment application of Abdul Jabbar was considered in light of his other commitments. The meeting was highly desirous of retaining Abdul's services.

**Action :** Kath Thomas to discuss with Abdul Jabbar his role as a Governor prior to recommendation.

## **6. Review of Corporation Structure 2008/09**

The committee considered the vacancies within the structure. There was discussion on the vacancy arising on the Curriculum & Quality Committee from the resignation of Eddie Dixon. Kath Thomas felt that it is important that whoever is selected should be prepared to challenge management constructively.

The Committee also considered the benefits of setting up a separate Remuneration Committee. There was recognition of the benefits of openness and objectivity such a Committee provides.

Cyril Brandford raised the issue that demands on Governors may require additional numbers. Kath Thomas reminded Governors that another alternative is co-opting members. This could be an option for the Curriculum & Quality Committee.

**The Governance & Search Committee agreed:**

- to investigate Terms of Reference for a Remuneration Committee.

**Action :** John Pattison to present possible Terms of Reference for a Remuneration Committee at the next meeting of the Committee.

7. **Committee Annual Report**

Governors considered the draft report as to whether it evidenced that the Committee had fully discharged its Terms of Reference.

**The Governance & Search Committee agreed**

- **to recommend its Annual Report to the Corporation.**

8. **Annual Review of Code of Conduct**

The Committee considered the current Code of Conduct in light of the Clerk's recommendation that no additions or amendments were required.

**The Governance & Search Committee agreed:**

- **that the current Code of Conduct be operational for 2009-10.**

9. **Committee Terms of Reference and Work Plan 2009-2010**

The Committee considered the current Terms of Reference and a draft work plan prepared by the Clerk. John Pattison explained that the draft plan was based on this year's activity.

**The Governance & Search Committee agreed:**

- **the terms of Reference and work plan for 2009/10.**

10. **Request for Release of Information**

The Committee considered the request by the Director of Finance that the additional Payskills comparison exercise commissioned to provide additional background information be released to him. John Pattison reminded members of the background of the process. He presented email correspondence between Jim Winstanley and himself and explained he had attempted to follow the advice of the national Clerk's Advisor that full information should be provided to demonstrate the integrity of the process but that it was not appropriate to release the information but .

Kath Thomas felt that her concern was the questioning of the process. Alan Milligan noted that the process had been agreed by the Corporation and had fully dealt with at two meetings.

Cyril Brandford felt that a response should come from the Committee that it is satisfied it carried out the integrity of the process.

**Action:           The Chair to write to the Director of Finance informing him that the Committee are satisfied with the integrity of the process and that it is not felt appropriate to release the additional Pay Skills document.**

11. **Attendance Monitoring**

John Pattison reported that overall, attendance is good.

12. **Identification of Health & Safety Issues**

None.

13. **Identification of Equal Opportunities Issues**

None.

14. **Any other Business**

None.

Minutes formally approved by the Committee:

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Date

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Signed

**Rolling Action List**  
**Governance and Search Committee**

<b>Meeting Date &amp; Item No.</b>	<b>Rolling Action List</b>	<b>Actionee</b>	<b>Reported as Completed at meeting of</b>