

THE BOURNEMOUTH AND POOLE COLLEGE

PART A MINUTES OF THE SEARCH & GOVERNANCE COMMITTEE MEETING HELD ON 6 JUNE 2025

Members Present:		
Ian Jones	Board Member and Chair of the Committee	
David Ford	Board Member	
Sue Wellman	Board Member	
Phil Sayles	Board Member and College Principal & CEO	
In Attendance:		
Marianne Barnard	Director of Governance	

PART A

022-2425	<p>APOLOGIES FOR ABSENCE</p> <p>No apologies for absence had been received.</p>	
023-2425	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest noted.</p>	
024-2425	<p>MINUTES OF LAST MEETING & MATTERS ARISING</p> <p>The minutes of the Search & Governance Committee meeting held on 25 February 2025, were confirmed as an accurate record.</p> <p>RESOLVED: The committee approved the minutes of the meeting held on 25 February 2025.</p>	
025-2425	<p>WESTON COLLEGE INTERVENTION REPORT</p> <p>The Director of Governance presented the Weston College Intervention Report. This provided detail to the Committee on the FE Commissioner Intervention Assessment Summary Report: Weston College of Further and Higher Education, to support discussion and provide reassurance on practice at Bournemouth and Poole College.</p> <p>The following documents were presented and discussed:</p> <ul style="list-style-type: none"> • Extract of Conclusion/Executive summary and the link to the full report • List of recommendations and clarification on the processes in place at Bournemouth and Poole College • National Governance Professionals Group Good Practice/Best Principles Guide in Response to the Weston College FE Commissioner’s Report published April 2025 • Two articles from FE Week 	

	<p>The list of recommendations along with clarification on the practice at BPC was discussed.</p> <p>It was requested by Committee Members that the report be included in the full Board pack for the Board meeting on 26 June 2025, so all Board Members had re-assurance that this was a very isolated scenario.</p> <p>RESOLVED: The committee received and noted the report.</p>	
026-2425	<p>BOARD & COMMITTEE MEMBERSHIP</p> <p>The committee reviewed the Board & Committee Membership report for 2025/26 and discussed the following points:</p> <p>Staff Board Member</p> <p>Recruitment of a new Staff Board Member was underway to replace Fran Bove, whose term of office would end in October 2025. The closing date for nominations was Friday 13 June 2025 and an election would follow. The successful candidate would start in October 2025.</p> <p>Student Board Members</p> <p>Recruitment of new Student Board Members was underway, the Director of Governance was currently working with Holly Tyack, the Student Engagement and Enrichment Lead. There were four students interested in the role and they would be interviewed on 9 June 2025. It was requested that the committee delegated to the Director of Governance, the appointment of Student Board Members following the completion of the interviews. An update would be provided to the Board on 26 June 2025.</p> <p>Independent Board Members</p> <p>Committee members discussed the current position on Independent Board Members.</p> <p>Dan Tout, current Chair of the Audit & Risk Committee would finish his term of office in June 2025. Ian Jones would Chair the Audit & Risk committee in 2025/26. It was agreed that recruitment of a new Board Member to Chair the Audit & Risk committee in the future, would be undertaken in summer 2025.</p> <p>It was also noted that Sue Wellman was the current Chair of the Curriculum committee, Sue would be finishing in December 2026, therefore succession planning was also important for this committee and it was agreed that recruitment of a new Board Member with a specific interest to Chair the Curriculum committee would be undertaken in summer 2025.</p> <p>The following Board Member re-appointments were for discussion and recommendation to the Board for approval:</p> <ul style="list-style-type: none"> • Ian Jones - Due to finish 31 October 2025, consider extending for a further 2 years, to allow Ian Jones to serve for 8 years, the standard maximum term • John Dale - Due to finish 30 September 2025, consider extending for a further 2 years, to allow John Dale to serve for 8 years, the standard maximum term 	

	<p>Both re-appointments were supported for recommendation to the Board for approval.</p> <p>Committee Membership</p> <p>The following actions for 2025/26 were noted and it was agreed that the Chair of the Corporation and the Director of Governance would discuss options with Board Members during the 1-1's over the summer:</p> <ul style="list-style-type: none"> • Consider inviting an additional Board Member to join the HR Committee, Sharon Jones had recently joined to replace Sadie Wetherell, but there was still capacity for additional members • Consider additional Directors for the subsidiary companies • Consider additional Board Members to join the Search and Governance and Remuneration Committees at some point during 2025/26, to support succession planning <p>The future of the HR Committee was discussed and the idea to merge with F&RC in the future was considered.</p> <p>It was also agreed to offer Board Members more opportunities to rotate round committees and this would be supported by the Director of Governance.</p> <p>RESOLVED: The Committee noted the updates provided around Board and Committee membership.</p>	DoG
027-2526-	<p>LETTER FROM THE FE COMMISSIONER – GOOD GOVERNANCE</p> <p>A recent letter sent to the Principal and the Chair of the Corporation from the FE Commissioner was presented to and noted by the committee. This focused on the recommendations from the Weston College Intervention Report.</p> <p>RESOLVED: The committee received the letter.</p>	
028-2526	<p>CHAIR OF THE CORPORATION AND BOARD MEMBERS – PERFORMANCE REVIEWS (VERBAL UPDATE)</p> <p>The Director of Governance provided an update on the following:</p> <p>i) Chairs Performance Review</p> <p>This had been completed and a summary report would be presented to the Board of the Corporation on 26 June 2025</p> <p>ii) Board Members - 1-1 review meetings with the Chair of the Corporation and the Director of Governance</p> <p>These were booked in and would take place during June 2025.</p> <p>RESOLVED: The Committee noted the update on performance reviews.</p>	
029-2425	<p>ANY OTHER BUSINESS</p> <p>The committee discussed the importance of referencing the use of AI when used to author, summarise or check documents. This approach was</p>	

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	supported by members. Current college guidance would be checked and shared with the committee for information.	
030-2425	EVALUATION It was noted that the committee had completed the required activities.	
031-2425	DATE OF NEXT MEETING It was noted that the next Search & Governance Committee meeting would be held on Tuesday 14 October 2025, via Teams.	
032-2425	CONFIDENTIALITY No items were confirmed as confidential.	