

Minutes of the Governance Committee meeting
Thursday 13th February 2025
Teams Call
16:00

Members Present: Alasdair Simmons
Cliff Wragg
LJ Rawlings
Luke Ferebee
Richard Dimbleby
Sheila Selwood (Chair)
Yiannis Koursis

In attendance: Rachel Nicol (Group Director of Governance)
Sara Gonzalez (Senior Governance Coordinator) (Minutes)

G/01/25 Apologies for absence and declarations of interest

Apologies: N/A

Declarations of Interest: No declarations of interest relevant to matters on the agenda presented.

G/02/25 Matters arising not covered elsewhere on the agenda

Chair went through the RAG actions from the previous meeting, commenting on the following:

- Access to the optional training at the portal. It is still an issue to be resolved with the Learning and Development team and it remains outstanding.
- Link Governor roles

ACTION: To incorporate the RAG actions into the main action log.

G/03/25 General discussion on Governor Succession Planning and general recruitment

Alasdair went through the document where it is flagged who is leaving and moving:

1. Cathy Barr will leave the Board, but will stay as the co-opted member in the C&Q Committee and the C&Q Local CBC group. However, she will drop her Link Governor role. Need to recruit for Link EDI.
2. Richard Dimbleby will leave his position as Governor in July 2026. He would like to step down as C&Q Chair and John Butcher to take on the role as soon as possible.



3. Sheila is leaving in July 2025. Need to recruit for Link Safeguarding and Chair of the Governance Committee.
4. Potentially moving Luke into Resources to become a Vice-Chair until September next year.
5. Tom DW would like to move from Link of H&S to Link SEND.
6. Ann would like to step up as Chair of the Audit Committee.
7. Tracy has become the new COO of TBCG, so there is a vacancy on the Audit committee. She cannot join the next meeting as she already has the employment offer.

For recruitment, it would be good to look for individuals that are employer providers, that are aware of the quality on apprenticeships.

Regarding co-opted members, the group has to find a better way to keep them interested and attending to events and activities.

The Group need to discuss Vice Chairs, and decide if the Chair of the Governance Committee should be the Vice-Chair of the Board.

The Chair of the Board discussed LJ to be the Vice-Chair of the Board focused on the academic side, which will be making her the Chair of the Governance Committee, this needs to be discussed further. He would like to have another Vice-Chair on the Commercial side, which he has discussed with Lee Fellows.

From the individuals stepping down and leaving, the following link Governors roles are to be recruited or given to current Governors:

- Link EDI: need to be recruited
- Link H&S: Chair will offer it to Lee Fellow.
- Link Safeguarding: need to be recruited.
- Link Careers: to be amended to 'Careers and Students Voice', still filled by LJ.

Richard agreed to keep chairing the Local Northampton C&Q.

John Butcher will be chairing the Local Bedford C&Q group.

Cathy will continue chairing the Local CBC C&Q group.

CEO and Chair of the Board are meeting with a recruitment agency on Wednesday 19th February.

ACTION: to create the 2025/26 Committees document with the new updates.

ACTION: to set up a conversation between Alasdair and Faheem Mir.

ACTION: for Rachel to discuss further with LJ the role of Chair of Governance Committee



G/04/25 Discussion on progress against Governor's action plan

Governors noted that the Group Director of Governance is content with the progress. The Committee will request to have more feedback on other events, induction sessions and activities.

G/05/25 Approval from previous meeting minutes

Minutes approved.

G/06/25 AOB

The CEO pointed out that there are two options regarding Shuttleworth College; first, to have it under CBC or option two, to have it on its own. It will have to be decided at a management level.

The Governors agree that the reports are now much better written than before. The Executive team need to work more efficiently, not writing papers on top of papers, but to be able to reuse papers from one meeting to the other as the data is the same.

End of meeting: 17:30