



Minutes of TRC Corporation Governance Committee Meeting held on Monday 3rd December 2012 at 6.00pm

Present

Mr J F Bingham (JFB) (Chairman); Mr J F B Clark (JFBC); Ms J Collier (JC); Mr J C Wainwright (JCW);
Dr P R Williams (RW)

In attendance

Mr N Candy (NC) Acting Clerk to TRC Corporation

Dr Giles Bloomer (RJGB) was invited by JFB to attend the meeting as a member of the Search Group which had been formed to by the Governance Committee to help identify and recruit new governors.

Actions

1 Apologies for absence

Mrs R Hill (RH); Dr J Stevens (JS)

(meeting quorate)

2 Declaration of interests

No interests were declared in respect of agenda items; however, members reserved the right to declare an interest at any stage of the meeting.

3 Minutes dated 9th July 2012

The minutes of the meeting held on 9th July 2012 were approved without amendment.

4 Matters Arising

Members accepted the nomination from Mrs Alison Todd as a new parent governor. JFB will try to contact her via telephone on Tuesday 4th December 2012 or as soon as possible thereafter with a view to inviting her to attend the next Corporation meeting scheduled for 10th December 2012.

JFB

5 Governance Committee Terms of Reference (TOR)

Members accepted the Governance Committee Terms of Reference (TOR) as presented and recommended them to the full Corporation for approval.

6 Corporation matters:

6.1 Appraisal of Corporation Chairman – 2011 / 12 results

NC referred to the paper distributed prior to the meeting and commented that all grades were either 1 or 2. Members congratulated the Chairman on a strong set of results.

The committee noted the paper as presented.

6.2 Succession Planning 2011 / 12 – 2015 / 16

6.2.1 Governors

NC referred to the recent Search Group meeting with Paul Jagger [28th November 2012] at which he had indicated not only his willingness to be involved with TRC Corporation, either as a full or co-opted member, but also that he had agreed to liaise with JCW & RJGB to identify names of potential governors from the Rotherham & Barnsley Chamber of Commerce. It was agreed that JCW and RJGB should pursue the contact with Paul Jagger accordingly.

JCW /
RJGB

JFB reported that he had asked NC to undertake a mailing shot to four firms of local solicitors. Two replies had been received from one firm [Oxley & Coward]. *[JC declared an interest at this point]*. After some discussion it was agreed to recommend to the full Corporation that Rebecca Stopford should be invited to join the Corporation possibly as a Feoffee nomination. JFB agreed to contact both interested people from Oxley & Coward accordingly, and also to liaise with the Feoffees regarding this nomination.

JFB

It was also noted that an expression of interest had been received from Rev David Bliss, Vicar of Rotherham. It was not believed however that he possessed any of the qualities that filled any of the skills gaps identified on the Board. It was agreed that JFB would respond to him accordingly.

JFB

6.2.2 Chair & Vice Chair positions

It was agreed that the Chair and Vice Chair should remain in their positions for the time being.

6.3 Search Group – feedback

This item had been covered under item 6.2.1

6.4 Safeguarding Governor – replacement

It was noted that the designated safeguarding governor (JS) was due to end his term of office on 10th December 2012. After some discussion JC offered to undertake the role on a temporary basis; members thanked JC for her kind offer. The issue will be raised for consideration at the next full Corporation [10th December 2012].

6.5 Skills Audit 2012

NC referred to the paper distributed prior to the meeting. Members noted the skills gap in legal skills and actions being taken as discussed under item 6.2.1 above. Whilst other aspects of the paper were discussed no significant issues of concern were raised.

The committee noted the paper as presented.

7 Training matters:

7.1 New Governor mentoring

NC referred to the paper distributed prior to the meeting. Members discussed the benefits of adapting such an approach and noted the paper for further and more detailed consideration at a future meeting.

8 Any other business

None raised

9 Date of next meeting

Monday 4th March 2013 [6.00pm]

All

Signed.....*R J G Bloomer*.....

Date.....*4th March 2013*.....

Actions – Governance Committee Meeting – Monday 3rd December 2012

Item	Action to be taken	By whom	By when
4	JFB to ring Alison Todd [new parent governor]	JFB	Immediate
6.2.1	JCW / RJGB to liaise with Paul Jagger re potential governors	JCW / RJGB	On going
	Contact 2 solicitors [Oxley & Coward]	JFB	Immediate
	Reply to Rev David Bliss	JFB	Immediate

