

## **Search Committee**

### **Minutes of the meeting held on 29 June 2016**

Present: Jo Brownlee, David Cooper, Alan Foster, Diana Palmer

In attendance: Vikki Reeve (Interim Clerk)

#### **16. Apologies for absence** (agenda item 1)

Apologies for absence were received from Stephen Hawkins.

#### **17. Declarations of interest** (agenda item 2)

There were no declarations of interest.

#### **18. Minutes of the meeting held on 9 December 2015** (agenda item 3)

**Resolved:** The minutes of the meeting held on 9 December 2015 were accepted as a correct record and signed by the Chair.

#### **19. Matters arising** (agenda item 4)

There were no matters arising from the previous meeting.

#### **20. Prospective Governor interview** (agenda item 5)

It was agreed that minute 20 should be classified as confidential indefinitely in accordance with clause 17 of the Instrument of Government (**SEE SECTION B**).

#### **21 Corporation / Committee membership data including terms of office completion** (agenda item 6)

(a) The Committee considered Paul Simpson's skills, attendance and performance at meetings. The Committee noted the consistently valuable challenge and contribution that Paul has brought to Corporation and Committees during his term of office. The Committee unanimously agreed to recommend the re-appointment of Paul Simpson for a further term of office.

**Recommended:** Paul Simpson be re-appointed as a member of Corporation for a second term of office for a period of two years from 9 July 2016.

(b) The Search Committee reviewed the current information around Corporation and committee memberships. It was agreed that committee memberships will be reviewed at the next Governance Committee.

**Resolved:** The Corporation and committee membership information was received

## 22. Skills and background report (agenda item 7)

The Committee considered the most recent skills and background data and agreed that there is a good mix of skills and experience within the Corporation. The Committee noted that the questions need to be updated in line with the college's future direction (see agenda item 8). It was noted that the document is useful to identify any training requirements.

**Resolved:** The skills and background report was received. The report will remain confidential.

## 23. Skills audit questions (agenda item 8)

The Committee reviewed the skills audit and agreed that this needs to be updated to reflect the future direction of the college. It was agreed that the Clerk should propose a new skills audit for consideration at the Governance Committee in the autumn term.

**Resolved:** The information on the skills audit questions was received.

## 24. Date of the next meeting (agenda item 9)

The next meeting of the Search Committee is to be confirmed.

## 25. Any other business (agenda item 10)

### 25.1 Prospective Governor

It was agreed that minute 25.1 should be classified as confidential indefinitely in accordance with clause 17 of the Instrument of Government (**SEE SECTION B**).

## 26. Confidential items/reports

It was agreed that the following will remain confidential:

Minutes:	Reports:
<ul style="list-style-type: none"><li>Minute 20: Prospective Governor interview</li><li>Minute 25.1: Prospective Governor</li></ul>	<ul style="list-style-type: none"><li>Item 20: Prospective Governor interview</li><li>Item 22: Skills and background information</li></ul>

### Action schedule: 29 June 2016

Minute no	Title	Action by	Action
23	Skills audit questions	Clerk	Propose a new skills audit for the next Governance Committee
24	Date of next meeting	Clerk	Organise the next meeting