

**Minutes of the Search Committee held on Monday, 15 June 2009 at 5.45 pm in the  
Conference Room, Shrewsbury Sixth Form College**

**Present:**

Dominic Wilson (Chair)

Liz Hird, Cathryn Hodges, Tim Jones and Martin Ward

**In attendance:**

Janet Jones - Clerk to the Corporation

**Apologies for Absence:** - None

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26. **Declarations of Interest**

There were no declarations of interest

27. **Welcome to New Member**

The Chair welcomed Tim Jones who had been appointed to the Committee following the 16 March meeting of Full Corporation.

**Minutes**

28. Resolved:

That, subject to Resolution 18(b) (Determination of Membership) being amended to read as follows, the minutes of the meeting of the Search Committee held on 2 March 2009 be approved as correct record:

‘(b) That it be noted that, under the Instrument and Articles of Government, the Corporation may vary the determination at any time provided that the number of members shall not be less than 12 or more than 20 in total.’

**Matters Arising:**

**Arrangements for Appointing Staff Governors (Resolution 17)**

Liz Hird felt that all college staff should be able to vote for both academic and support staff Governors. The Chair suggested that the new policy be monitored and the voting arrangements reconsidered in due course if necessary.

29. Resolved:

That the new policy for electing Staff Governors be monitored and the voting arrangements reconsidered in due course if deemed necessary.

## **Succession Planning**

The Clerk to the Corporation reported for information the expiry of terms of office of the following Governors:

Tony Boucher	- Independent Governor	- 31 July 2009
Liz Hird	- Staff Governor	- 1 September 2009
Nick Campbell	- Student Governor	- 1 September 2009
Billy Pritchard	- Student Governor	- 1 September 2009

She reported that Shropshire Council would be appointing a prospective Governor after 4 June and that the Search Committee would be provided with further details for consideration at its next meeting.

The Chair reminded Governors that, as reported to Full Corporation on 16 March, Barbara McCormack had recently been appointed as Staff Governor.

30. Resolved:

(a) That the thanks of the Search Committee be placed on record to Liz Hird for her contribution to the work of the Search Committee during her term of office.

(b) That the appointment of Barbara McCormack, Staff Governor, for a four- year period with effect from 2 April 2009 be noted.

## **Governor Vacancies (Appendix 1/15)**

The Committee considered an application received from a prospective Governor, Anne Dokov, having regard to the current skills/expertise needed to ensure that the Corporation had the necessary skills to carry out its functions according to the Articles of Association.

Reference was made to the last meeting of the Committee when it was agreed that it would be beneficial to have an increased human resources skill base and preferably female representation on the Governing body. The Committee welcomed the application as it fulfilled both these preferences and strongly recommended her appointment to Full Corporation.

31. Resolved:

That Full Corporation be recommended to appoint Anne Dokov as an Independent Governor for a four -year period with effect from 6 July 2009.

## **Vacancies on Committees**

The Clerk to the Corporation reported for information that, following the Full Corporation meeting on 16 March when she had been authorised to consult with Governors to fill vacancies on Committees, the following appointments had been made:

Audit	-	Chris Fountain and Geoff Parry
Finance	-	David Pulford and Barbara McCormack
Curriculum	-	Simon Keeble and Cathryn Hodges (in place of David Kilby)
JCNC	-	David Kilby and David Pulford
Search	-	Tim Jones

### **Committee Structure (Appendix 1/16)**

The Clerk to the Corporation submitted a report setting out a proposed new Committee Structure and relevant terms of reference for implementation from September 2009.

The Chair suggested various amendments to the Terms of Reference to be forwarded to Full Corporation.

The Principal referred to the appointments to Committees and suggested that the Governors' self assessment questionnaire could be used to ascertain which Committees Governors had an interest in.

32. Resolved:

(a) That, subject to the following amendments, the revised Committee Structure be referred to Full Corporation for approval:

(i) Reference to Health and Safety to be deleted from the Personnel Committee terms of reference and to remain in the Finance and Estates terms of reference.

(ii) The Constitution and Procedures of all three Committees being amended to ensure consistency.

(iii) The Code of Conduct (Para. 9.5) for each being amended to include reference to the Age Discrimination Act 2006 and other relevant Acts, including amendments thereto.

(b) That, subject to approval of the Committee Structure by Full Corporation, the Clerk to the Corporation consult with Governors on appointments to Committees and seek Search Committee members comments on the recommended appointments prior to the September 2009 meeting of Full Corporation.

33. **Date of Next Meeting -** To be arranged.