

Group :	SEARCH COMMITTEE	Date:	20/06/2011
Location:	CONFERENCE ROOM, SSFC	Time:	5.30 pm
Attendees:	Clerk to the Corporation	Apologies:	Karen Burgoyne, Tim Jones
Membership:	Dominic Wilson (Chair), Karen Burgoyne, Tim Jones, Barbara McCormack, Martin Ward (Principal)		

23. **Declarations of Interest**

There were no declarations of interest

Minutes

24. Resolved:

That the Minutes of the meeting held on 30 January 2011 be approved as a correct record.

Matters Arising:

25. **Membership of Committees 2010/11** (Resolution 16)

The Principal referred to the Governors Board in Priory House and advised that the information would shortly be updated.

Standing Orders (Appendix 6/11)

The Clerk to the Corporation submitted draft Standing Orders for the College and emphasised that they were intended to be supplementary to the Instrument and Articles of Government which would always take precedence over the Standing Orders should any question as to interpretation arise.

26. Resolved:

(a) That the draft Standing Orders for Shrewsbury Sixth Form College be referred to the Board for approval.

(b) That it be noted, that, if the Standing Orders are adopted, the terms of reference for Committees would need to be amended when next reviewed to take out sections now contained in the Standing Orders..

Succession Planning

The Clerk to the Corporation reported for information the expiry of the terms of office of various categories of Governors within the next 12 months. .

The Clerk to the Corporation advised that Penny Osborne had indicated that she would be prepared to serve a second four year term of office. The Clerk referred briefly to the skills and experience she brought to the Board and Governors agreed that they would wish to recommend she be appointed for a further term of office.

27. Resolved:

(a) That the expiry of terms of office of the following Governors be noted:

Tom Lee – Student Governor - 15 July 2011

Harriet Davies – Student Governor – 15 July 2011

Dominic Wilson – - Independent Governor - 2 November 2011 – Dom has indicated that he will terminate his term of office on 5 July 2011.

Penny Osborne – Independent Governor – 4 December 2011

(b) That the Board be recommended to re- appoint Penny Osborne for a further four year term of office from 4 December 2011 to 4 December 2015.

(c) That the appointment of the new Student Governors be reported to the next meeting of this Committee

Application from Prospective Governor – JBW (Appendix 7/11)

The Clerk to the Corporation reported on an application from JBW previously considered by the Committee in November 2009. At that time there were no vacancies for Governors and it was agreed by the Board that his details be kept on the Succession Planning file for future reference. The Chair and the Principal had met the applicant on 13 June 2011 and considered that he would add to the skills and experience required for the Board.

The Principal stated that when further vacancies came up, it would be useful to attract a person with a university background. The Chair gave the Clerk details of a contact who could help in suggesting suitable candidates.

28. Resolved:

That the Board be recommended to appoint JBW to the Governing Body for a four year term of office with effect from 26 September 2011.

Schedule of Meetings 2011/12 (Appendix 8/11)

The Clerk to the Corporation submitted the draft Schedule of Meetings for 2011/12.

29. Resolved:

That the Schedule of Meetings 2011/12 be agreed and referred to the Board for approval

Membership of Committees 2011/12 (Appendix 9/11)

The Clerk to the Corporation submitted a report on the Membership of Committees 2011/12 for members to consider. She advised that she had consulted Governors regarding vacancies which would arise as a result of the expiry of terms of office

30. Resolved:

That the Membership of Committees 2011/12 be agreed and referred to the Board for approval:

Governors Skills Audit Analysis

31. Resolved:

That this item be deferred to the next meeting pending the return by all Governors of their Skills Audit forms.

Modification of Instrument and Articles of Government (Appendix 10/11)

The Clerk to the Corporation submitted notification of minor changes to the Instruments and Articles of Government which changed references from the LSC to the YPLA as a result of the transfer of powers. The Principal advised that there was likely to be a further change after April 2012 as the responsibility for funding Sixth Form Colleges would be transferred to the Education Funding Authority (EFA).

32. Resolved:

That the modification to the Instrument and Articles of Government be noted and the information referred to the Board.

33. **Risk**

There were no areas of risk arising from this meeting.

34. **Dominic Wilson – Independent Governor**

The Principal advised that this was Dominic Wilson's last meeting of Search prior to the expiry of his term of office. He thanked Dom for his contribution and work on the Committee, particularly as Chair and wished him well for the future.

35. **Date of Next Meeting – 6.00 pm on Monday, 31 October 2011 (provisional)**