

Group :	SEARCH COMMITTEE	Date:	16/11/2009
Location:	CONFERENCE ROOM, SSFC	Time:	5.30 pm
Attendees:	Clerk to the Corporation	Apologies:	None
Membership:	Cathryn Hodges, Tim Jones, David Kilby, Martin Ward (Principal) and Dominic Wilson		

Election of Chair

1. Resolved:

That Dominic Wilson be elected Chair of the Search Committee for the academic year 2009/10.

DOMINIC WILSON IN THE CHAIR

2. **Declarations of Interest**

There were no declarations of interest

Minutes

3. Resolved:

(a) That the Minutes of the meeting of the Search Committee held on 15 June 2009 be approved as a correct record

(b) That the Minutes of the Special meeting of the Search Committee held on 14 September be approved as a correct record.

4. **Matters Arising - None**

Governor Application (Appendix 1/09)

The Clerk to the Corporation submitted an application and skills audit form completed by J. B. Wallace, a prospective Governor.

5. Resolved:

That Mr. J.B. Wallace be not recommended for appointment as Governor at the present time, but that, subject to his agreement, his details be kept on the Succession Planning file for future reference.

6. **Succession Planning**

The Clerk to the Corporation reported that there were no expiry of terms of office of Governors during the next six months. She also advised that the Succession Planning File contained a number of prospective Governors who could be approached as and when vacancies arose.

7. **Annual Skills Audit** (Appendix 2/09)

The Clerk to the Corporation submitted for information the Annual Skills Audit for 2008/09 which showed comparisons with the previous year. It was noted that the higher skills base had increased in all areas as a result of the appointment of new Governors with the exception of 'experience as a student of the College'. The Clerk advised that Governors would be asked to complete the Skills Audit Analysis for 2009/10 at the end of the academic year

Governors Web Page (Appendix 3/09)

The Clerk to the Corporation circulated a report showing suggested Governor profiles to be included on the Governance website.

8. Resolved:

That, once all Governors have approved their profiles, the information on Governors be included on the Governance web page.

9. **Governor Training Session**

The Clerk to the Corporation reported on the Governor training provided by an external consultant which had taken place on 8 July 2009. Nine Governors had attended and the session had received positive feedback. It was intended to arrange further training once planned new legislation regarding Governance had been enacted.

10. **Date of Next Meeting** – Monday, 1 February 2010 at 5.45 pm