

Minutes of the Search and Governance Committee Meeting

held 20 June 2017

Present: Ian Jewkes (*Chair*), Helene Jones (*Vice Chair*), Mark Johnson, Joanne Williams

In attendance: Jennifer Sunter (*Clerk to the Corporation*)

6pm – The Committee met with John Travers

1 Apologies

There were none.

2 Declarations of Interest

Joanne Williams declared an interest in agenda item 4, Corporation Membership and Recruitment, with regards the candidate Amanda Allen.

3 Minutes of Meeting held 11 May 2017 and Matters Arising

The minutes of the meeting were held as a correct record.

Under the meeting of 15 September 2016 the Clerk reported that the use of the College newsletter to provide governor profiles and support governor recruitment remained planned but was pending publication of the next newsletter, the date of which would be confirmed through the Marketing office.

All other actions were addressed under the agenda with the exception of governors undertaking the Health and Wellbeing Trail, which had been postponed until the June meeting of the Corporation.

4 Corporation Membership and Recruitment

The Clerk reported on the range of actions to recruit governors and with regard to the staff and student governor elections.

Kiran Dior had been elected as student governor for 2017/2018. Kiran is studying A levels.

There had been three nominations for the post of staff governor. The result of the ballot would be reported directly to the Corporation meeting on 28 June 2017.

Jane Chan was retiring at the end of her term of office, therefore there were two vacancies to address for 1 August 2017. Members noted the value of Jane's contribution as a governor and that the College wished to maintain its good relationship with Bartley Green School.

The Clerk outlined information from applicants. Members of the Committee had met with John Travers and Amanda Allen. John Travers has key financial business skills as an insolvency practitioner and was connected to the College through the Business Breakfast Club and AAT Apprenticeships. Amanda Allen is a senior corporate finance lawyer with experience of Higher Education governance. Both candidates have skills and experience which relate to the Corporation's ideal skills profile.

The Clerk, the Principal and the Chair were pursuing additional prospective candidates and would report back to the Committee.

Recognising the time sensitivity on governor appointments to address vacancies as of 1 August 2017, the Committee decided to make recommendations to the Corporation with additional caveats.

Completion of Peter Mitchell's term of office as a Co-optee to the Audit and Assurance Committee on 31 July 2017 was noted with gratitude.

Members further discussed the need to address appointment terms in 2018 to return to the planned approach of no more than three governors' terms completing in a given year.

The Search and Governance Committee resolved to recommend to the Corporation the following appointments to Halesowen College Corporation, subject to meeting set eligibility criteria and where relevant, to the agreement to take up office:

- That Kiran Dior be appointed as the Student governor for the academic year 2017/2018.
- That the elected staff member be appointed as the Staff governor for the period 1 August 2017 to 31 July 2019.

That John Travers and Amanda Allen be appointed as governors for the period of 1 August 2017 to 31 July 2018 in the first instance.

5 Appointments Process – Offices for 2017/2018

The Search and Governance Committee sought to advise the Corporation on the appointment of committee membership for 2017/2018.

As full membership of the Corporation remained subject to appointments and take up of office from 1 August 2017, the Committee proposed recommendations based on planned assumptions, which could therefore be subject to change.

The Search and Governance Committee resolved to recommend to Corporation the following Committee membership for 2017/2017 subject to full take up of appointments:

Audit and Assurance Committee:	Search and Governance Committee
Mark Johnson (Chair)	Ian Jewkes (Chair)
Peter Coley (Vice Chair)	Helene Jones (Vice Chair)
Amanda Allen	David Williams
John Travers	Mark Johnson
	Louise Jones

6 Any Other Business

There was none.

7 Date of Next Meeting

The next meeting of the Search and Governance Committee is as scheduled for Tuesday 12 September 2017.

The meeting closed at 7.55pm

Actions arising from meetings		
Actions from the meeting held 15 September 2016		
Action 4a	Monitoring of Current Membership and Applications Updated action 9 February 2017 Governor recruitment through the College newsletter as discussed remained pending publication.	All April 2017 June 2017 Autumn 2017