



**WEST NOTTINGHAMSHIRE COLLEGE
SEARCH COMMITTEE**

Minutes of the Search Committee Meeting held in the Principal's Office, Derby Road site on Thursday 14 February 2013 at 4.40 pm

BOARD Tim Clarke
MEMBERS Jean Hardy
PRESENT: Asha Khemka
 Diana Gilhespy

ALSO IN ATTENDANCE: Maxine Bagshaw, Clerk to the Corporation

		ACTION by whom	DATE by when
13.01	<u>DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA</u>		
	The Chair reminded those present to declare at the start of the meeting any interests in matters to be considered. No interests were declared.		
13.02	<u>APOLOGIES FOR ABSENCE</u>		
	No apologies for absence were received. The meeting was confirmed to be quorate with all Committee Members present.	Clerk	14 Feb 2013
13.03	<u>MINUTES OF THE MEETING HELD ON 13 SEPTEMBER 2012</u>		
	AGREED: that the minutes of the meeting held on 13 September 2012 were a true and correct record and were signed by the Chair.	Chair	14 Feb 2013
13.04	<u>ACTIONS OUTSTANDING AND MATTERS ARISING</u>		
	Members reviewed the minutes and discussed the following:		
	<ul style="list-style-type: none"> Potential recruitment of Ian Baggaley – the Principal confirmed that she had discussed his potentially joining the Board in 2013 and had left it for him to contact her if he wished to pursue further. It was agreed that the Clerk to the Corporation would informally raise the matter again with him at the next meetings of the subsidiary companies just to ascertain whether he is interested in pursuing a stronger role on the Board at the present time or at any point in the future. Paul Fox met with the Principal and the Director of Finance. Whilst he has strong accountancy experience, it was felt that his lack of experience in the Education Sector would cause him some challenges and as a result it was not their recommendation that he be appointed. 	Clerk	March 2013

Signed : _____ Chair

Date:

- Mike McNamara has agreed to sit on the Board of Directors for Vision Apprentices.
- Governor links are in place. A request was made for the Clerk to the Corporation to chase up organised meetings.

Clerk

Feb 2013

AGREED: to note the update provided.

13.05 CORPORATION COMPOSITION AND MEMBERSHIP

The Clerk to the Corporation introduced this standing agenda item and drew members` attention to the summary sheet of appointments. All agreed that there was a good mix of long standing members and newer appointees. All agreed that the profile had changed significantly over the last four years and that this had positively affected development and dynamics.

It was noted that currently there is one vacancy on the Board for a Business Governor.

Members discussed composition and agreed that a Board of 20 members seemed to work well and has, historically, been a real strength. Governors did not feel that they would wish to make the recommendation to the Board at this time that it be changed.

AGREED: to note the content of the report provided.

13.06 CURRENT AND ANTICIPATED VACANCIES

The Clerk to the Corporation confirmed that there was currently one vacancy on the Board. In addition the current Term of Office for Chris Winterton expires on 28 February 2013. It was noted that Chris Winterton has served the College as a Governor for fifteen years. The Clerk to the Corporation confirmed that should the Committee wish to consider reappointment, then the Board`s appointment and re-appointment procedure should be considered (this was included in the papers circulated.)

Members discussed the contribution and role of Chris Winterton and his strong Local Authority connection. All felt that he had, for many years, being incredibly supportive of the College and was influential in ensuring the College maintains a high profile with the Local Authority. It was believed that Chris Winterton was a strong advocate for the College and that his connections continue to serve the College well. On the basis of his contribution, his connections and his expressed desire to be considered for re-appointment, members of the Committee were happy to recommend his reappointment to the Board.

AGREED: to recommend that the Board re-appoint Chris Winterton as a Business Governor from 7 March 2013 to 7 March 2017.

Signed : _____Chair

Date:

Members then went on to discuss the one current vacancy on the Board. The suggestion was made that an individual be recruited to strengthen the Board's understanding of quality and quality data. The Clerk to the Corporation was able to share practices at other Colleges and indicated that targeted recruitment is being undertaken in other areas in relation to ex-Ofsted inspectors, current part-time Ofsted inspectors and School Heads. All agreed that it would be incredibly helpful and useful to strengthen Board membership and Standards Committee membership with an individual with really detailed knowledge in this area. It was felt that it would be an asset to have someone who could fully understand and analyse the complex data available. The suggestion was made that an advertisement could be placed to seek to recruit at this level, the Clerk to the Corporation confirmed that she would liaise with the Principal and the Director: Communications and Marketing regarding this targeted recruitment.

Clerk

March
2013

In addition, members discussed the benefit of having a LEP connection on the Board, all felt that such a strong link would help get over the geographical challenge that the College sometimes has in relation to LEP thinking. All agreed that recruitment of such an individual would be a positive direction of travel for the Board. The Principal confirmed that she would give some consideration as to who such an individual might be.

Principal

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It was noted that both student governors complete their Terms of Office on 31 July 2013. The Clerk to the Corporation confirmed that in the new academic year she would undertake the usual election/nomination procedures.

AGREED: to note the update provided.

13.07 GOVERNOR ATTENDANCE DATA 2012/13

Members reviewed the attendance data provided. The Clerk to the Corporation indicated that the percentages included the two Special Board meetings in January and February and that because they had been called at such short notice it was felt that they may have had a negative impact on the statistics. It was agreed that for future reporting percentages would be provided both including and excluding these special meetings.

AGREED: to note the report presented.

13.08 DATE OF NEXT MEETING

The Clerk to the Corporation confirmed that the next meeting was scheduled for 23 May 2013.

13.09 AOB

There were no items of additional business.

Meeting closed at 5.00pm.

Signed : _____ Chair

Date: