



**WEST NOTTINGHAMSHIRE COLLEGE
SEARCH COMMITTEE**

Minutes of the Search Committee meeting held in the Boardroom at the Derby Road site on Thursday 26 January 2012 at 4.30 pm

BOARD MEMBERS Jean Hardy (Chair)
PRESENT: Diana Gilhespy

ALSO IN ATTENDANCE: Helen Gyles, Assistant to Clerk to the Corporation

		ACTION by whom	DATE by when
12.01	DECLARATIONS OF INTEREST IN ANY ITEMS ON THE AGENDA		
	The Chair reminded those present to declare at the start of the meeting, interests held in any matters to be considered. No interests were declared.		
12.02	APOLOGIES FOR ABSENCE		
	Apologies were received from Asha Khemka and Tim Clarke. The meeting was confirmed to be quorate.		
12.03	MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2011		
	AGREED: That the minutes of the meeting held on 15 September 2011 be approved as a correct record and signed by the Chair.	Chair	26 Jan 2012
12.04	ACTIONS OUTSTANDING & MATTERS ARISING		
	It was agreed that all matters arising would be dealt with through agenda items.		
12.05	CORPORATION COMPOSITION & MEMBERSHIP		
	As in previous meetings, members all agreed that the current model served the College well and no changes were to be recommended at this point. It was acknowledged that membership was at a maximum of 20 Governors, and that this remained appropriate to ensure that the College's interests were best served.		
	Members reviewed the details of current vacancies, it was suggested that a `bank` of interested individuals be created. The role of governor to be advertised for expressions of interest only. It was felt to be a good time to do this, as there was currently a heightened interest in the college,		

Signed : _____Chair

Date:

following the Principal's presentation to the Mansfield 2020 Business Breakfast that morning.

AGREED:

- i) To recommend that the Board continued with its existing composition and membership arrangements.
- ii) To create a `bank` of interested individuals.
- iii) That the gender/ethnicity/skills balance on the Board was consistent with the local population and met the college's aspirations.

12.06 CURRENT & ANTICIPATED VACANCIES

Members' attention was drawn to the detail presented in the report.

Discussion was held in relation to the Chair's completion of office on 31 March 2012. In terms of continuation, the Chair stated that she would need a discussion with the Principal before deciding whether or not to stay on beyond 31 March 2012.

AGREED:

- i) To invite Chris Bodger, currently the external co-optee to the Audit Committee, to join the Board as a full governor.
- ii) To produce a similar booklet to Stoke on Trent College's `Being a College Governor`. This could be useful in the recruitment campaign for a `bank` of interested individuals. Skills required, necessary experience and an understanding of governance should be added and included in the specification of the role.

12.07 GOVERNOR ATTENDANCE DATA 2011/12

Members reviewed the summary data provided by the Clerk. The usual patterns were noted and there was no cause for concern.

AGREED: To note the contents of the report.

12.08 GOVERNOR LINKS 2011/12

The Committee reviewed the Governor Link initiative in place at the college. There had been a mixed response with regard to feedback on the usefulness and benefits of the links. However, in general, the links worked well.

AGREED: To continue with the Governor Link initiative as in the current year, with further guidance on the purpose of the meetings.

Signed : _____Chair

Date:

12.09 DATE OF NEXT MEETING

The Assistant to the Clerk to the Corporation confirmed that the next meeting was scheduled for Thursday 17 May 2012 at 6.00 pm.

12.10 ANY OTHER BUSINESS

There were no other matters of additional business.

Meeting concluded at 4.55 pm.

Helen Gyles, Assistant to Clerk to the Corporation

Signed : _____Chair

Date: