

MINUTES OF THE SEARCH COMMITTEE MEETING HELD ON 6 JULY 2011

Members Present:

Carol Stone (Chair), Rob Harman (Co-opted Member), Andrew Miller, Adrian Moore, Philip Richmond.

Also present:

Alasdair MacDonald, Clerk to the Governors

The meeting commenced at 1600hrs.

173/11 APOLOGIES

All members were in attendance.

174/11 DECLARATION OF MEMBERS' INTERESTS

No interests were declared by members in any items on the agenda.

175/11 MINUTES OF THE MEETING HELD ON 19 MAY 2011

Document No 11/161 refers. The minutes were approved as a true record of the meeting and signed by the committee chair.

176/11 MATTERS ARISING AND OUTSTANDING ACTIONS REPORT

Document No 11/162 refers. The committee agreed the management responses to the requested actions.

177/11 MEMBERSHIP REPORT

Document 11/163 refers.

- a) Vacancy for an external governor. The committee had invited a candidate for interview. The committee discussed the curriculum vitae of the candidate and prepared questions to put to him. Members noted his high level business experience with blue chip companies but his limited previous involvement in the local business community, in education, and in public policy.

The candidate was welcomed to the meeting. He summarised his career to date and explained the career break which he was taking and his interest in undertaking voluntary roles in the local community. Members explored the fit between his professional skills and the needs of the Board. The issue of time commitment both now and in the future was discussed.

The candidate left the meeting and members reviewed his application. The committee agreed that his skills did fit with current needs **and it was agreed to recommend him to the Governing Body.**

Action: CS

The committee reviewed other potential applicants. The clerk reported on a councillor nominated by Swindon Borough Council but it was agreed that he did not provide an

immediate fit with the Board's needs. The Principal informed members that he hoped to receive confirmation soon from another individual who had impressed him at a previous meeting and who had a particularly close involvement with the local business community. The committee asked the Principal to encourage this person to apply as it would be ideal if a small waiting list could be established.

Action: AM

The clerk informed the committee that another external candidate, who had already met Andrew Miller and had been invited for interview for the post of co-opted member of the Resources Committee, was unable to attend but he had expressed an interest in this role. He would be invited to meet the committee at its next meeting.

Action: JAM

- b) The appointment of two new student governors. The committee chair welcomed David Corcoran to the meeting for this item. He told members that the student elected to the post of Student Council President did not, unfortunately, wish to combine this role with that of staff governor. No other candidates had been identified.

David would organise a further election process starting in Freshers' Fayre week in mid-September but this would delay the likely appointment of anyone until October. He hoped that one of the current staff governors would return to help to promote the importance of this role. The committee agreed that a targeted approach for a higher education student was advisable and David reported on actions already taken to this end. If such a person was identified, s/he would still be subject to an election process.

David agreed to report on progress at the next meeting of the committee.

Action: DC

- c) Re-appointment of an external governor. The committee agreed that it would be good practice for governors who were seeking re-election to present 'their case' to the Search Committee for consideration starting, appropriately, with the committee chair whose 4yr term of office ended later in July. Carol confirmed that she wished to be considered for a further term of office.

Carol summarised her extensive experience in, and commitment to, education. She had very strong links with the local community. She had substantial experience of committee work and of chairing committees. Carol's main skills and passion were in the support, nurturing and development of people of all ages. She had served on the Board now for 5yrs, having had 1yr as a student governor. She would be delighted to continue chairing the Search Committee should the Board wish her to do so.

Carol left the meeting. Adrian Moore assumed the chair. Members agreed with Carol's assessment of her strengths and the relevance of her skills. She had made a very positive contribution to the Board during her term of office.

The committee agreed to recommend that Carol Stone be re-appointed for a further 4yr term.

Action: ASM

178/11 GOVERNOR INDUCTION AND TRAINING

Document No 11/164 refers, introduced by the clerk. He told members that he had included the induction and training schedules in his Clerk's Report to the Governing Body. The Board had agreed targets in both of these areas and the outcomes were reported as KPIs. The induction programmes for new governors in 2010/11 had been fully delivered. The training, both internally and externally, had fallen short of target and the committee agreed that governor training needed to be championed more strongly in 2011/12.

179/11 MEETING ASSESSMENT

Document No 11/165 refers. Members completed their individual assessments of the meeting and returned them to the clerk. The meeting assessments showed an average score of 1.0.

The following written comments were made:

- Positive outcome: governor recommendation
- Positive outcome: possible new Board member and renewal of office of existing member
- Meeting room too warm.

180/11 DATE AND TIME OF NEXT MEETING

The next scheduled meeting of the Search Committee was on Thursday 8 September 2011 at 1600hrs.

The meeting concluded at 1735hrs.