

**STRATFORD-UPON-AVON COLLEGE CORPORATION**  
**DRAFT MINUTES OF SEARCH COMMITTEE MEETING**  
**THURSDAY 4 MARCH 2010**

<b>PRESENT :</b>	David Kent	Chair of Committee
	Cedric Irankunda	Student Governor
	Martin Penny	Principal
	Alan Richardson	Chair of Corporation
	Ursula Russell	Co-opted Member
	Elaine Rowlands	Governor
<b>In attendance :</b>	David Jackson	Clerk to the Corporation

**1. APOLOGIES**

No apologies for absence had been received.

**2. DECLARATION OF INTERESTS**

Members were invited to declare any interest in business to be discussed at the meeting, following which none were reported.

**3. MINUTES OF THE PREVIOUS MEETING**

It was resolved **THAT:**

The minutes of the Search Committee meetings held on 3 November and 10 December 2009, having been circulated, be regarded as correct and signed by the Committee Chair.

**4. MATTERS ARISING**

**4.1 Item 6, Committee Membership Review**

The Clerk to the Corporation informed the meeting that he had discussed and agreed with Lyn Anslow that she would join the Audit Committee. The Committee then reviewed the Committee Membership listing which remained valid.

It was resolved **THAT:**

The Committee membership remain as shown in Appendix B.

**4.2 Item 8, Governors' Self-Assessment Check List Analysis**

Having reviewed the Self-Assessment Analysis for the five years, 2005-2009, the Committee concluded that the trend showed a general improvement.

It was resolved **THAT:**

The Committee looked forward to the analysis for 2009/10 at its Autumn Term meeting.

**4.3 Item 9, Performance Indicators for Governors**

Following consultation with Governors on Corporation meeting times,

It was resolved **THAT:**

Corporation meetings continue to be scheduled for 1.30pm on a Thursday afternoon.

**5. CONSIDERATION OF GOVERNOR VACANCIES**

The Committee reviewed the Governor Skills Audit before interviewing an individual from the Voluntary Sector for possible appointment to the Corporation. At the conclusion of the interview, the Committee considered the potential for a conflict of interest with the individual concerned and concluded not to recommend the individual for appointment to the Corporation.

It was resolved **THAT:**

The Committee continue in its attempt to recruit a Governor from the Voluntary Sector.

**6. MODIFICATIONS TO INSTRUMENT AND ARTICLES OF GOVERNMENT / AMENDMENT TO REGULATIONS**

As the proposed changes to the above document were of a technical nature, it was proposed that a Modification Order be drawn up amending the Instrument and Articles. It was requested that these proposals be drawn to the attention of the Corporation and any comments forwarded by 12 March 2010.

It was resolved **THAT:**

The Search Committee note the changes and do not propose to offer any comment as they were entirely of a technical nature.

**7. REVIEW OF GOVERNANCE AND STRATEGIC LEADERSHIP IN ENGLISH FURTHER EDUCATION**

The Committee considered the review of Governance and Strategic Leadership that had recently taken place in the whole of the FE system in England. The Clerk to the Corporation reported on workshops he had attended recently for both Clerks and Governors and went on to discuss the main recommendations of the review. The Committee commented in particular that Governors are not the day-to-day managers of colleges and governance should be kept at a high level around overview and scrutiny. With those comments in mind, it was delegated to the Principal and Clerk to the Corporation to respond formally to the consultation.

It was resolved **THAT:**

The Principal and Clerk to the Corporation respond to the consultation to reflect the views expressed at the meeting.

**8. CORPORATION MEMBERS' APPOINTMENT PROCEDURE**

The Committee reviewed the current Corporation Members' Appointment Procedure, following which,

It was resolved **THAT:**

Having reviewed the Corporation Members' Appointment Procedure, the Committee consider the current procedure remains valid and that it be reviewed again in the Spring of 2012.

**9. IDENTIFICATION OF REPORTS TO FUTURE MEETINGS**

It was resolved **THAT:**

No specific reports were requested by the Committee.

**10. ANY OTHER BUSINESS**

The Principal drew attention to the need for succession planning in relation to the roles of Chair and Vice-Chair of the Corporation, particularly as the Vice-Chair had indicated that he would be standing down this summer and the Chair had indicated that he would not be seeking re-appointment to the post in 2011. The meeting went on to discuss the possibility of two Vice-Chairs and felt that, on balance, this was something to which the Corporation should give serious consideration.

It was resolved **THAT:**

Succession planning for the roles of Vice-Chair and Chair be drawn to the Corporation's attention at its next meeting with a view to seeking the appointment of two Vice-Chairs at the July meeting of the Corporation.

**11. DATE OF NEXT MEETING**

It was resolved **THAT:**

The Committee meet again on **Thursday 8 July 2010 at 4.00pm.**