

PRIVATE & CONFIDENTIAL
CANTERBURY COLLEGE

**MINUTES of the meeting of the SEARCH COMMITTEE of the Corporation
held at Canterbury College on Tuesday, 10 June 2008
at 5.30 pm in J220**

MEMBERSHIP: Ann Parkin, Alison Clarke, Barry Brooks, Anne-Marie Nelson, *Julia Joslin*, Paul Barrett
In Attendance: Mark Hill – Clerk to the Corporation

Italics denotes absence

Declarations of interest.

Minute Number

184 APOLOGIES

- i. Apologies were received from Julia Joslin.

**185 MINUTES OF THE LAST MEETING
RESOLVED**

- i. The Minutes of the meeting of 26 February 2008 were approved and signed by the Chair.

**186 MATTERS ARISING
NOTED**

- i. All matters arising were taken into the agenda.

**187 MEMBERS TERMS OF OFFICE
NOTED**

- i. It was clarified that there is Corporation bye law on the limitation of repeat terms of office.
- ii. Roger Clarke's Membership resignation decision (October 2008) was noted. It was also noted that he was prepared to continue in an external co-opted capacity on the Audit Committee.
- iii. The Corporation categories at Appendix Two were noted as no longer applicable.
- iv. Members discussed the issue of how long it can take to complete the appointment process.
- v. It was explained that vacancies are noted up to a year in advance and that the Search Committee's recommendations require Corporation approval before the Clerk can complete relevant appointments.
- vi. The Committee noted that in some cases recommendations might be put to the Corporation with wording which would allow completion of appointment prior to the subsequent meeting.
- vii. Barry Brooks confirmed that he was happy to continue on the Search Committee.
- viii. It was noted that Anne-Marie Nelson continues to provide added value to the Corporation and that her experience and breadth of roles in the County were an asset.
- ix. It was noted that Michael Head has made a significant contribution to the Corporation and that for the next year he would provide a valuable employer perspective.
- x. It was agreed that Roger Clarke would provide invaluable support to the Audit Committee as he is a qualified accountant and will provide transitional support to the Committee as its membership changes and the College's third phase capital project commences.

RESOLVED

- i. Members whose terms of office come to an end in the next twelve months were noted.
- ii. The current Corporation Membership as detailed at Appendix Two was noted.
- iii. The Committee noted and recommended for Corporation approval the re-appointment of Anne-Marie Nelson for a term of office of 3 years commencing June 2008 and ending June 2011.
- iv. The Committee noted and recommended for Corporation approval the re-appointment of Michael Head for a term of office of 1 year commencing June 2008 and ending June 2009.
- v. The Committee noted Roger Clarke's decision to resign from the Board in October 2008 and recommended for approval his undertaking of a role as an external Co-opted adviser to the Audit Committee.
- vi. The election of Callum Greenwood as Student Union President and his automatic undertaking of the role of Second Student Member for a term of office of 1 year commencing July 2008 and ending July 2009 was noted.
- vii. The nomination and election schedule for the Independent Student Member was noted.

**188 VACANCY AND COMMITTEE MEMBERSHIP REPORT
NOTED**

- i. The report was noted.
- ii. Possible Audit Committee membership was discussed and it was suggested that Clive Relf be approached.
- iii. Nick Brown was noted as having provided valuable construction project support to the EWP and Members discussed the potential for him to join the Board.
- iv. The issue of identifying an appropriate KCC member was discussed and Members agreed that this needs to be senior person. For the College it is important to challenge possible LEA perceptions of FE Colleges.
- v. Approaches to Peter Gilroy and Paul Carter were discussed and their merits considered.
- vi. The political nature of Councillors was considered and their transitional role risk.

- vii. The potential of Graham Badman as a Member was discussed but it was noted how busy he is and that he may be on another College Board already.
- viii. Necessary skills issues are a concern on EWP.
- x. The potential of for KCC people with capital knowledge (such as Graham Ward), was noted.
- xi. That there is a need to identify a new Chair for EWP as Roger Clarke resigns membership.
- xii. The challenge of identifying quality advisers was noted. The difficulties regarding Ofsted limits on their Inspectors acting as advisers was noted.
- xiii. An approach to LSN was considered – Barry Brooks will consider further options.
- xiv. Sonia Blandford was noted as a possible Quality Adviser and the Principal noted she will try and contact her to see if she might be able or interested to undertake such as role.
- xv. Carol Parsons of KCC was also noted as a possible Quality Advisor.

RESOLVED

- i. Chair to contact Graham Badman to see if he may be interested in Membership and / or if he has an officer he might recommend for consideration by the committee. This might be on the basis of a 1 year offer subject to availability and proposed alternates as agreed by the Corporation.
- ii. It was agreed that Colin Carmichael would act as Chair of EWP for 1 year from October 2008.
- iii. That Nick Brown is approached to be Vice Chair of EWP.
- iv. That John Healey of Coombs be approached as a second EWP external co-opted Member.
- v. That the Committee recommends that the Board increases the Membership of the EWP to include a second co-opted Member of the EWP and Audit Committees (John Healey and Roger Clarke for a term of office of 1 year respectively).
- vi. That the Corporation approves the appointment of Penny Williams to Student Liaison Committee with immediate effect.
- vii. That the Corporation approves the appointment of Hugo Fenwick to the Audit Committee from October 2008.
- viii. That Anne-Marie Nelson and Michael Head be re-appointed to their current Committees on re-appointment as Members.

189 DATE OF THE NEXT MEETING

NOTED

- i. The next meeting is scheduled for **Tuesday, 11 November 2008** at 5.30 pm in J202.

190 EVALUATION OF THE MEETING

NOTED

- i. The evaluation from the last meeting was noted.
- ii. All members completed the evaluation of meeting forms and provided them to the Clerk who will take forward any matters raised.