

Kirklees College Corporation

SEARCH AND GOVERNANCE COMMITTEE**Minutes of a meeting held on Friday, 8 December 2017 at 1.30pm at the Huddersfield Centre**

Present:	Mrs C George	Independent member
	Mr J Williams	Independent member
	Ms M Gilluley	Principal and Chief Executive

Attendance:	3/4 = 75%	[KPI 80%]
-------------	-----------	-----------

In attendance:	Mr D Winward	Clerk to the Corporation
----------------	--------------	--------------------------

1. Election of Chair

Mrs George was elected as Chair for the meeting.

2. Apologies for absence

Apologies were received from Independent member Mr G Hetherington.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes of the previous meeting

The minutes of the meeting held on 28 September 2017 were agreed as a correct record.

5. Matters Arising

The Committee noted that the Corporation had accepted its recommendations to appoint Mr Conn to the Board.

6. Membership Report

The Clerk presented a report on the current membership position within the Corporation.

Independent Member Vacancies - Current

Following the resignation of Mrs Bracewell and Mr Hawley, there were currently 3 vacancies for Independent members.

Independent Member Vacancies – Future

A table was presented showing the service and expiry dates of all Independent members.

The Committee considered the latest governor skills audit and the changes since that had taken place in March 2016. Members discussed options to fill the remaining and future vacancies.

Mr Richard Hinchcliffe and Ms Catherine Pinder had been suggested as possible members and they had been invited to meet with members at today's meeting.

RESOLVED: to receive the report.

7. Financial Recovery Task & Finish Group

Following the recommendation of the FE Commissioner that the College should prepare a financial recovery plan, it was proposed to set up a Task and Finish group of governors and co-opted external members with relevant financial qualifications and expertise.

The Clerk presented draft Terms of Reference for the Committee's approval.

It was proposed that 4 governors: the Principal, Mrs George, Mr Hetherington and Mr Williams would serve on the group.

Members of the Search Committee had met with Mr Andrew McConnell, Director of Finance at Huddersfield University and Ms Gail Monnickendam a finance director, consultant and accountant, on 27 and 29 November respectively. The Committee considered the feedback from these interviews and the CVs provided. Members considered that both could offer strong and professional support for the Task & Finish Group.

It was reported that the Chief Executive of Kirklees Council had recommended the appointment of the Council's Director of Finance, Ms Debbie Hogg, as a member of the group. Members intended to meet with Ms Hogg as soon as possible.

RESOLVED to recommend to the Corporation:

i. the approval of the Task & Finish Group's Terms of Reference;

ii. the appointment of Mr McConnell, Ms Monnickendam and Ms Hogg to the Financial Recovery Task & Finish Group.

8. Interview with Prospective Member

The Committee met with prospective members Mr Richard Hinchcliffe and Ms Catherine Pinder.

The Committee questioned these candidates about their skills, motivation and availability for the role of governor with the College, and considered the Governor Role Description and Person Specification, Governor Selection matrix and the current skills profile of the Corporation when considering whether to recommend their appointment to the Board.

Mr Hinchcliffe expressed interest in joining the Financial Recovery Task & Finish Group, at this stage. He agreed to give further consideration as to whether he could commit to a full governor role.

RESOLVED: to recommend to the Corporation the appointment of:

Ms Catherine Pinder to the Corporation Board for a 4-year term expiring 31 March 2021 and Mr Richard Hinchcliffe as a member of the Financial Recovery Task & Finish Group.

9. Publication of Papers and Declaration of Confidentiality

RESOLVED: that the CVs of the candidates were to be declared confidential under Clause 17(2) of the Instrument of Government.