

Kirklees College Corporation

SEARCH AND GOVERNANCE COMMITTEE**Minutes of a meeting held on Tuesday, 27 February 2018 at 1pm at the Huddersfield Centre**

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| Present: | Mrs C George Mr G Hetherington Ms M Gilluley | Independent member Independent member Principal and Chief Executive |
| Attendance: | 3/4 = 75% | [KPI 80%] |
| Apologies: | Mr J Williams | Independent member |
| In attendance: | Mr D Winward | Clerk to the Corporation |

10. Election of Chair

Mrs George was elected as Chair for the meeting.

11. Apologies for absence

Apologies were received as above.

12. Declarations of Interest

There were no declarations of interest.

13. Minutes of the previous meeting

The minutes of the meeting held on 8 December 2017 were agreed as a correct record.

14. Matters Arising

The Committee noted that the Corporation had accepted its recommendations to appoint Ms C Pinder to the Board and to appoint several Co-opted members to the Financial Recovery Task & Finish Group.

15. Membership Report

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

Independent Member Vacancies - Current

Following the resignation of Prof Jarvis and Mr Pervaiz, there were currently 4 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. The Clerk presented a list of over 20 applications and referrals that had been received as a result of a recent open

advertisement and recruitment drive. The Committee identified several applicants to be invited for interview at a future meeting.

The Committee noted the approaching expiry of the terms of office for Mr Williams and Mr Hetherington as 31 March 2018. Both members were willing to stand for a further term and had completed a Governor Personal Review and Assessment form for review by the Committee.

The Committee also noted that Mr Royle's term of office was due to expire on 31 May 2018, which would bring his service to a total of 12 years. Members discussed the need to retain Mr Royle's specific skills and knowledge, especially in view of the current issues affecting the College's estates strategy, the Dewsbury Learning Quarter project and the loss of several experienced governors from the governing body in recent months.

RESOLVED:

- i. to receive the report and to recommend to the Corporation:***
- ii. the re-appointment of Mr Williams for a further term to 31 July 2020;***
- iii. the re-appointment of Mr Royle for a further term to 31 July 2020***

Whilst the meeting was quorate only with the inclusion of Mr Hetherington, and therefore the Committee was unable formally to consider recommending his re-appointment, the remaining members wished to recommend that the Board should re-appoint him for a further term to 31 March 2022.

16. Financial Recovery Task & Finish Group

Following Ms Hogg's move to a position with Doncaster Council, the Chief Executive of Kirklees Council had recommended Mr Paul Kemp as a replacement member of the Financial Recovery Task & Finish Group. Mr Kemp is a qualified accountant and full member of CIPFA. He is currently the Service Director for Economy, Regeneration, Housing and Vibrancy & Culture with the Council.

The Committee discussed the role of the Task & Finish Group and how Mr Kemp could assist in the group's work.

The Clerk reminded members that the Corporation had delegated to the Committee any further appointments to the Task & Finish Group.

RESOLVED: to appoint Mr Paul Kemp as a member of the Financial Recovery Task & Finish Group.

17. Interview with Prospective Member

The Committee met with prospective member Mr Howard Linn, a chartered accountant and full member of ICAEW, currently employed as Finance Business Partner with Virgin Trains.

The Committee questioned Mr Linn about his 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 his appointment to the Board.

RESOLVED: to recommend to the Corporation the appointment of Mr Howard Linn to the Board for a 4-year term expiring 31 March 2022.

18. 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.