

Kirklees College Corporation

SEARCH & GOVERNANCE COMMITTEE

Minutes of a special meeting held at 1pm on 16 October 2020 in Room 28, Waterfront

Present: Mr G Hetherington Member (Chair)
 Mrs C George Member
 Ms M Gilluley Member (Executive)
 Mr J Royle Member

Attendance: 4/5 = 80% KPI 80% Quorum: 3

In attendance: Ms J Green Clerk to the Corporation

Item	Action/ Report Item
PRELIMINARY ITEMS	
1	APPOINTMENT OF CHAIR, WELCOME AND INTRODUCTIONS
i	RESOLVED:
ii	<p>(i) To appoint Committee Member Mr G Hetherington as meeting chair.</p> <p>Due notice having been given and a quorum being present, the chair declared the meeting open. No introductions were necessary.</p>
2	WELCOME AND INTRODUCTIONS
i	The Chair welcomed everyone to the meeting. No introductions were necessary.
3	NOTICE AND QUORUM
i	The Clerk confirmed that due notice of the meeting had been given and the meeting was quorate.
4	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST
i	Apologies were noted from Committee Chair Mr J Williams.
ii	All confirmed that they had no direct or indirect interest in any way in the business to be transacted at the meeting which they were required to disclose.
BUSINESS OF THE MEETING	
5	APPROVAL OF ARRANGEMENTS FOR SELECTION
i	It was noted that the meeting had convened for the purpose of considering for appointment two prospective Governors, both of whom Members agreed satisfied the minimum criteria for appointment to the Corporation.
ii	Draft interview questions had been prepared and circulated; from these the Committee selected the questions it felt were most relevant. Reference was made to the Person Specification for the role and the current Corporation Skills Matrix.

Item		Action/ Report Item
6 i	<p>ADJOURNMENT FOR PROSPECTIVE GOVERNOR INTERVIEW</p> <p>The meeting adjourned to allow the interview to take place.</p>	
7	<p>RECOMMENDATIONS TO THE CORPORATION FOLLOWING INTERVIEW</p> <p><i>This matter was considered confidential and therefore the discussion is recorded in a confidential annex marked Annex 1.</i></p>	
MATTERS TO NOTE AND ADMINISTRATION		
8 i	<p>PUBLICATION OF AGENDA PAPERS</p> <p><u>RESOLVED:</u></p> <p>(i) The papers to remain confidential, as they contain personal data.</p>	
9 i	<p>THANKS AND CLOSE</p> <p>There being no further business, the Chair thanked everyone for their contributions and declared the meeting closed.</p>	