

MEETING OF THE SEARCH COMMITTEE

24th February 2016

MINUTES

Present: Miss E Champion
Mr S Christian
Mr N Duncan
Mr P Grimwood
Mr D Hart (Chair)
Mr M Mansergh

In attendance: Mrs J Eayrs (Clerk)

01/16 Declaration of interests

Members were reminded of the need to declare any personal or financial interest in any item of business to be discussed during the meeting. There were no interests declared.

02/16 Apologies for absence

Apologies for absence were received and accepted from Mr Briscoe, Mr Fielon, Mrs Lancaster, Ms Woods, Dr Thomas and Mrs Tilt.

03/16 Minutes of the meeting held on the 11th November 2015

The minutes of the meeting held on the 11th November 2015 were agreed as a true and accurate record and were signed by the Chair. There were no matters arising from them which were not covered elsewhere on the agenda.

04/16 The Current Membership Position

Members of the Committee received a paper on the Current Membership Position – February 2016. Governors reviewed the contents of the paper and the key issues currently under consideration or in train as follows:

- (i) **Governors** – Members noted that there were currently **NO** vacancies on the Board. Members were aware that, in December 2014, members had appointed Mr Alastair Ramsay as an Associate Governor/Governor in Waiting so that, should a vacancy arise, he could take up post immediately, depending on the skills being lost at that time;
- (ii) **Co-opted Member (Audit Committee) Vacancy** – Members were aware that the Board had formally approved the appointment of Mr Adam Spires as a full Governor on the Corporation at its meeting on 9th December 2015 and that this had left a Co-opted Member vacancy on the Audit Committee. Members were advised that Mr Tony Rudd had expressed an interest in serving in this capacity and his CV was presented for consideration and review. Members noted that he was currently the Lead Finance Business Partner for Unilever UK and agreed that

his skills and expertise were entirely appropriate and would be beneficial to the Audit Committee. The Clerk confirmed that she and the Principal had met with Mr Rudd on the 11th February 2016 to discuss his application further.

Having considered Mr Rudd's CV in detail, members of the Search Committee agreed to recommend to the full Corporation that he be appointed to serve as a Co-opted Governor on the Audit Committee to replace Mr Adam Spires who had been appointed as a full Governor in December 2015;

(iii) **Review of Memberships 2015/2016 and Advanced Review of Memberships 2016/2017**

Members noted that there were no other terms of office due to expire during the remainder of the 2015/2016 academic year. However, the Clerk reported that there were a significant number of terms of office coming to an end during the 2016/2017 year, one of which included the Vice-Chair completing his service to the Board.

- **Paul Fielon and Russell Kew** were both due to complete their 2nd term of office on 31st December 2016. Members noted that the Clerk would seek confirmation of their intention to apply for a 3rd term of office and report to the Search Committee in due course;
- **Derek Hart** was due to complete his service to the Board on the 30th April 2017. As a result, a new Governor and a new Vice-Chair would be required. Members acknowledged that succession planning actions were currently in train to address this;
- **Mike Mansergh, Kevin Briscoe and Karen Woods** were all due to complete their 1st term of office on the 30th April 2017. Members noted that the Clerk would seek confirmation of their intention to apply for a 2nd term of office and report to the Search Committee in due course.

Members of the Committee undertook the following action:

- (i) **Reviewed the contents of the paper and noted the current membership position as outlined in Appendix A to the paper;**
- (ii) **Considered the application from Mr Tony Rudd to serve as a Co-opted Governor on the Audit Committee and agreed to recommend him for appointment by the Corporation at its meeting on the 21st March 2016;**
- (iv) **Noted the position regarding the memberships which were due to come under review during the 2016/2017 academic year and the proposed related actions.**

05/16 Membership of Corporation Committees

Members of the Committee received a paper which outlined the current Membership of Corporation Committees at February 2016.

In reviewing the membership profile of Corporation Committees, members noted that:

- **Audit Committee** – If the appointment of Mr Rudd as a co-opted member was approved by the Board, the membership of this committee would be complete;
- **TSC&Q Committee** – The membership of this committee was complete;
- **F&R Committee** – The membership of this committee was complete.

Members reviewed and noted the contents of the paper and agreed to recommend the Corporation Committee membership profile attached as Appendix A to the paper for formal approval by the Corporation at its meeting on the 21st March 2016.

06/16 Date of next meeting

Members noted that the next meeting was scheduled to take place on the 4th May 2016 at 5.30 pm.

Post minute note: The meeting scheduled for the 4th May 2016 was subsequently cancelled due to lack of business.