

SANDWELL COLLEGE

Minutes of a Meeting of the Search Committee  
held on Monday 28th November 2016,  
in room 6F/39 at the Central Campus,  
commencing at 3.30 p.m.

Present:- Mr. J. Britton (Independent) (in the Chair)  
Mr. J. Tew (Independent)  
Mr. G. Pennington (Principal)

Also in Attendance:-

Miss J. Berry Corporation Secretary

S16.37 Declarations of Interest S16.37

There were no declarations of interest.

S16.38 Apologies S16.38

Apologies were received from Mrs. Parker.

S16.39 Minutes of the Meeting of the Search Committee held on Monday 3rd October 2016 S16.39

The minutes of the meeting of the Search Committee held Monday 3rd October 2016 were approved and signed by the Chairman

RESOLVED: that the minutes be approved.

S16.40 Matters Arising S16.40

i) Board of Governors – Vacancies/Forthcoming Vacancies/ Committee Vacancies (Vide Minute U16.27)

The Corporation Secretary informed members that the Board of Governors had approved the Committee's recommendations regarding the determination of membership of the Board of Governors, appointments to the Board of Governors and its committees.

ii) Succession Planning – Appointment of Chairman of the Board of Governors (Vide Minute S16.28)

The Corporation Secretary informed members that the Board of Governors had approved the Committee's recommendations regarding succession planning for a new Chairman.

iii) Review of Register of Members' Interest (Vide Minute S16.31)

Members were informed that the Board of Governors had been advised that the Search Committee had reviewed the Register of Corporation Members' Interests.

- iv) Governance Self-Assessment Report Action Plan – Monitoring Report  
(Vide Minute S16.32)

Members noted that the Board of Governors had been advised that the Committee was satisfied with the progress made in implementing the Governance Self-Assessment Action Plan.

- v) Any Other Business  
Quorum for Meetings of the Board of Governors (Vide Minute S16.34 (1))

Members were informed that the Board of Governors had approved the Committee's recommendation regarding an amendment to the quorum for meetings of the Board of Governors. The Instrument and Articles of Government had been amended accordingly.

S16.41 Board of Governors – Vacancies/Forthcoming Vacancies/Committee Vacancies S16.41

Members considered a report detailing vacancies, forthcoming vacancies and committee vacancies.

Members noted that two nominations had been received for the appointment of a Staff Member (Academic). A ballot would now be arranged.

The Chairman of the Board of Governors informed members of an exchange of emails and a discussion he had had with Mr. Dunne regarding his membership of the Board of Governors. This matter would be reviewed during February 2017.

(NFP) NOT FOR PUBLICATION (NFP)

The Chairman of the Board of Governors updated members on discussions he and the Principal had had with Mr. Ellis following his appointment as Vice-Chairman of the Board of Governors. During discussions with Mr. Ellis he had expressed an interest in becoming a member of the Search Committee. A discussion took place and it was agreed to recommend to the Board of Governors that Mr. Ellis be appointed to serve as a member of the Search Committee with immediate effect.

(NFP) NOT FOR PUBLICATION (NFP)

The Principal updated members on discussions that had taken place regarding other persons that might be interested in being appointed to the Board, which he would pursue further prior to the next meeting of the Committee.

Further discussions would also take place at the next meeting of the Committee regarding the role of Vice-Chairman. The Chairman of the Board of Governors would discuss this matter with Mr. Johal prior to that meeting.

A discussion took place regarding the appointment of the Student Members and the Committee asked that, if possible, nominations for the appointment of Student Members be submitted to the next meeting of the Board of Governors.

RESOLVED:

(NFP) a) NOT FOR PUBLICATION (NFP)

**b) that the Search Committee recommend to the Board of Governors that Mr. Ellis be appointed to serve as a member of the Search Committee with immediate effect.**

(NFP) c) NOT FOR PUBLICATION (NFP)

- (NFP) d) NOT FOR PUBLICATION (NFP)
- e) that the position regarding the appointment of a Staff Member (Academic) and two Student Members be noted.
- f) that the report be received.
- S16.42 Succession Planning - Appointment of Chairman of the Board of Governors S16.42
- This matter had been discussed under agenda item 5. This discussion is minuted above under minute number S16.41.
- S16.43 Any Other Business S16.43
- There were no items of other business.
- S16.44 Determination of Confidential Items S16.44
- The Search Committee agreed that minutes relating to potential new members, including the appointment of a new Chairman of the Board of Governors, should be minuted confidentially.
- RESOLVED: that minutes relating to potential new members, including the appointment of a new Chairman of the Board of Governors, should be minuted confidentially.
- S16.45 Date of Next Meeting S16.45
- The next meeting of the Search Committee was scheduled to take place on Monday 13th February 2017, commencing at 3.30 p.m, at Central Campus.
- The meeting terminated at 4.03 p.m.