

Minutes of the Search Committee Meeting

held on 24 May 2022

Present Helene Jones (*Chair*) and Andrew Dobson (*Principal*)

In attendance Jennifer Sunter (*Clerk to the Corporation*)

1		Apologies
		Apologies were received on behalf of Joanne Chilton.
2		Declarations of Interest
		Helene Jones declared an interest in agenda item four relating to consideration of her reappointment.
3	3.1	Minutes of Meetings held 15 September 2021 and 17 January 2022
		The minutes of the meetings held 15 September 2021 and 17 January 2022 were approved as a correct record.
	3.2	Matters Arising
		<p><i>Actions from the meeting held 22 June 2021</i></p> <p>Under Action 4a Governance Review Update, it was agreed that an internal audit health check of the revised governance framework documents had now been overtaken.</p> <p><i>Actions from the meeting held 15 September 2021</i></p> <p>Under Action 7a Governance Review - Review of Committee Terms of Reference, it was agreed that governor interviews could incorporate other members going forward.</p>
4		Current Membership, Recruitment and Appointments Report
		<p>The current composition and skills were reviewed, supporting the consideration of both governor appointments to current vacancies and governor reappointments.</p> <p>The overview of membership was also considered in relation to succession needs, particularly in supporting the committee structure.</p> <p>Members agreed that the current approach to appointing new members to one year of office in the first instance remained reasonable.</p> <p>Members also noted the position of current governors whose terms of office were completing.</p> <p>The monitoring report was received.</p>

5		<p>Recommendations on Governor Appointments and Reappointments</p>
		<p>Following an extensive recruitment process the panel’s recommendations on governor recruitment to the five vacancies arising from an increase in the Corporation’s membership were received. After final consideration of the skills and composition of the board and committee needs, the Search Committee agreed the recommendations on appointments and reappointments to be made.</p> <p>The Committee recognised the declaration of interest of Helene Jones as Chair of the Search Committee and agreed to support the recommendation by requesting a nomination from the Corporation.</p>
		<p>The Search Committee resolved to recommend to the Corporation that the following appointments to the Corporation be made, commencing 1 August 2022, for one-year on the first instance and subject to meeting set eligibility requirements:</p> <ul style="list-style-type: none"> • Aisha Benachour • Clair Graham • Ian Hughes • Alison Jarrett • Raj Joshi <p>The Search Committee further resolved to recommend to the Corporation that Shabir Chagan be appointed as co-optee to the Corporation, commencing 1 August 2022, for one-year in the first instance and subject to meeting set eligibility requirements.</p> <p>The Search Committee resolved to recommend to the Corporation that the following re appointments to the Corporation be made, commencing 1 August 2022, subject to continuing to meet set eligibility requirements:</p> <ul style="list-style-type: none"> • that Thomas Huntbatch be reappointed for one year • that Helene Jones be reappointed for two years • that Gail Rothnie be reappointed for three years
6		<p>Review of Committee Membership for 2022/2023</p>
		<p>The Clerk outlined that while it was timely to consider committee membership for 2022/2023 there was a need to consult with new appointees prior to any recommendations for Corporation consideration.</p>
7		<p>Succession Planning</p>
		<p>Members noted the actions taken to support succession planning and resilience for the governing body. Further actions were considered for recommendation to the Corporation.</p>
		<p>The Search Committee recommended to the Corporation</p> <ul style="list-style-type: none"> • That at least one governor attend external training geared to aspiring chairs when dates for this offer have been provided.

		<ul style="list-style-type: none"> • That appointment of vice chairs be reconsidered for all committees where governors wishing to potentially develop as a committee chair are identified. • That where appropriate the Corporation continues to support the Corporation with co-opted governors to committees or the main Corporation board. • That the Search Committee instigate as appropriate potential governor succession planning with key organisations.
8		Review of Search Committee Terms of Reference
		Following consideration of the Search Committee terms of reference the Committee recommended that the wording be updated to clarify reference to co-options and that committee membership be broadened.
		The Search Committee recommend that the committee membership be broadened to include two governors in addition to the Chair and Principal.
9		Any Other Business
10		Date of Next Meeting
		The next meeting remains pending agreement of 2022/2023 Calendar

Actions from the meeting held 22 June 2021			
Action 4a	Governance Review Update It was further suggested that it would be practical to ask for an internal audit health check of the revised governance framework documents.	2021/2022	Overtaken/Closed
Actions from the meeting held 15 September 2021			
Action 7a	Governance Review - Review of Committee Terms of Reference Members also discussed further review of membership for governor interviews which the Clerk would address.	March 2022 Review Autumn 2022	Pending