

CHELMSFORD COLLEGE
SEARCH & GOVERNANCE COMMITTEE
10TH March 2015

Present: Janice Maclean (Chair), Elaine Oddie, Graham Evans, Jonathan Swan,
Andy Sparks

In Attendance: John Fowl (Clerk to the Corporation)

1. To Receive Apologies For Absence

There were no apologies.

2. Declaration Of Interests.

There were no declarations.

3. To Approve the Minutes of the Meeting held on 11th March 2014.

The Minutes were approved.

4. Matters Arising

There were no matters arising.

5. To Consider the Re-appointment of Governors at the end of their term of Office.

The Committee was told that Janice Maclean (May 2015), Ray Joy (July 2015) and Angelika Baxter (March 2015) were due to reach the end of their current term of office by the end of this academic year.

Elaine Oddie and the Clerk reported back on the content of the Governance Conference recently attended by them, where the issue of how many terms of office a governor should ideally serve had been considered. The draft Code of Governance currently out for consultation suggests that no more than 2 terms of office should be allowed unless there was a particular reason for a governor to exceed this period of time.

A view was promulgated that two 4year terms of office was insufficient for someone who might be asked to become Chair of the Board at some stage.

It was agreed after a long discussion, that the Board should seek to recruit more employers to the Board but governors accepted that the changed business environment was making it more difficult to find employers who felt able to give the time to become a Governor.

Janice Maclean informed the Committee that she wished to hand over the role of Chair at the end the academic year and that she was intending to stand down as a Governor at the end of December 2015. Elaine Oddie stated that she would be unlikely to want to take over as Chair of the Board before September 2015 and would consider her position at that time.

In considering each of the Governors due to reach the end of their term of office the Committee arrived at the following conclusions and **Recommendations** to the Board;

- (a) It was the view of the Committee that with a re-inspection expected by the end of 2015 that in the interest of continuity and experience within the Board that Janice Maclean should be re-appointed for a further term of office to end on 31st December 2015 when she steps down as a Governor.
- (b) Ray Joy as the Head of Internal Audit for Chelmsford BC brings the necessary skill and knowledge of auditing to bear on the work of the Audit Committee. Recruiting of such specialists has been difficult and in view of this it was recommended that the Board re-appoint him for a further 4year term of office as a co-opted member of the Audit Committee until 31st July 2019.
- (c) Angelika Baxter having completed her first term of office at the end of March 2015 has brought her experience of working with minority/ethnic groups to bear on the work of the Board. The Committee recommended that she be re-appointed for a further 4 year term of office until 31st March 2019 and that she continues to as Chair of the Quality & Learners Committee.

6. To Consider Recruitment to the Current and Anticipated Vacancies.

Members were informed that due to his increased responsibilities as an Essex County Councillor, Dick Madden had stepped down from being a Governor.

The Clerk confirmed that he had registered the vacancy with the School Governors One Stop Shop and was hopeful that a suitable candidate will be found via that source. It was agreed to add Hair & Beauty to the skill areas that the Board would like to attract to Board membership.

The Clerk reminded Members that he would be retiring from the position as Clerk in December 2015.

Bill Pigram had spoken with the Clerk and has indicated that he would also wish to stand down as a Governor in December 2015.

It was agreed that Sarah Hamilton should be given a Governor recruitment pack to take with her when meeting potential candidates for Board membership. The Clerk was asked to provide this to her.

7. To Consider Establishing an Ambassador Role.

The Committee was given a draft Ambassador role description for consideration. It was explained that this role was intended to enable individuals who do not feel able to commit to the role of Governor to become Ambassadors for the College.

In discussing this it became clear that such a person must have a good understanding of the College and be able to make a serious contribution to the work of the College. Members were uncertain as to whether such a role

was desirable as it appeared to confer on such a person part of the role of a Governor but without the responsibility annexed to that role.
After discussion it was unanimously agreed that an Ambassador should not be established.

8. Any Other Business.

There was no other business.

9. Date and Time Of Next Meeting. To Be Arranged.

Chair : _____

Date: _____