

**THE CORPORATION OF WALTHAM FOREST COLLEGE**

**SEARCH COMMITTEE**

**MINUTES OF THE MEETING HELD ON 19 FEBRUARY 2007**

**PRESENT**

David Pendle	<i>present</i>	Business member and Chair of the Corporation
Afzal Akram	<i>present</i>	Business member
Karen Bellamy		Community member
Shiam Chuttoo	<i>present</i>	Staff member
George Clarke	<i>present</i>	Co-opted member and Chair of Audit Committee
Gavin Foster	<i>apologies</i>	Student member
Carol Gibson	<i>present</i>	Principal and Chief Executive
Keith Mogford		Co-opted member
Martin Moore	<i>apologies</i>	Staff member
John Ralph	<i>present</i>	Business Member and Vice Chair of the Corporation
Sajid Ramzan	<i>present</i>	Business Member
Jacqueline Sheehy	<i>present</i>	Community member
Victor Sivagunam		Business member
Terry Wheeler	<i>present</i>	Co-opted member
Graham Woolnough	<i>present</i>	Local Authority member

**ASSOCIATE MEMBER**

Michael Polledri *present*

**CLERK TO THE CORPORATION**

Graham Chappell Clerk to the Corporation

**IN ATTENDANCE**

Chris Killingworth-Baird	Vice Principal Curriculum
Peter Glasgow	Vice Principal Curriculum
Debbie Greenidge	Director of Finance & Facilities

**131. DECLARATION OF INTERESTS**

Afzal Akram and Terry Wheeler declared an indirect non-pecuniary interest in the matter of the appointment of the Local Authority Member due to their membership of the London Borough of Waltham Forest Council.

The members of the Committee confirmed that there were no other issues included on the agenda for this meeting in which they had a personal interest.

**132. APOLOGIES FOR ABSENCE**

The Committee agreed to accept the apologies for absence submitted by the following members for the stated reasons:

Gavin Foster – personal commitments  
Martin Moore – personal commitments

**133. AGENDA FOR THE MEETING OF THE SEARCH COMMITTEE**

The Clerk advised that there would be a need, under agenda item 12, to consider the Community Bodies recognised by the Corporation.

The Committee reviewed the agenda for the meeting and confirmed that there were no other items which required particular attention over and above those identified by the Clerk to the Committee.

#### **134. MINUTES OF THE MEETING OF THE SEARCH COMMITTEE HELD ON 20 NOVEMBER 2006**

The minutes of the meeting of the Search Committee held on 20 November 2006 were approved and signed by the Chair as a correct record.

#### **135. MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE SEARCH COMMITTEE HELD ON 20 NOVEMBER 2006**

The Committee considered the issues detailed in the minutes of the meeting held on 20 November 2006 which were not the subject of separate reports on the agenda of the meeting. It was confirmed that there were no other matters that needed to be raised at this time.

#### **136. STAFF MEMBERS OF THE CORPORATION**

The Clerk reported that the Support and Management Staff Member, Martin Moore, had decided for personal reasons to resign from the Corporation with effect from the end of the Spring Term (30th March 2007).

The Clerk confirmed that the procedures that will lead to the identification of a successor nominee were being activated.

#### **137. BUSINESS MEMBERS OF THE CORPORATION**

The Clerk reported that Victor Sivagunam would complete his current Term of Office as a Business Member on 31 March 2007.

The Committee noted that this member had last been appointed for a reduced period of one year in anticipation of a revision to the Instrument and Articles of Government. Subsequently, the DfES chose to delay the relevant amendment until a point yet to be determined in 2007. It was not necessary at this time to further anticipate the effect of any amendments to the composition framework as these would be accompanied by transitional provisions if need be.

The Committee agreed to advise the Corporation that Victor Sivagunam was eligible and suitable to be re-appointed and that it would be appropriate for the further term to be of three years duration, thus restoring the period to that which would have been agreed a year ago had the impending revision to the Instrument and Articles of Government not been a factor.

Committee also considered the Business Member vacancy that was now due to arise. Michael Polledri had been an Associate Member since 20 November 2006 at which time his eligibility and suitability to be appointed as a Business Member had been noted.

The Committee agreed to recommend to the Corporation that Michael Polledri be appointed as a Business Member.

#### **138. LOCAL AUTHORITY MEMBER OF THE CORPORATION**

The Clerk reported that Graham Woolnough would complete his current Term of Office as the Local Authority Member on 20 March 2007.

The Committee noted that this member also had last been appointed for a reduced period of one year in anticipation of the revision to the Instrument and Articles of Government.

The Committee agreed to advise the Corporation that Graham Woolnough was eligible and suitable to be re-appointed as the Local Authority Member and that it would be appropriate for the further term to be of three years duration, thus restoring the period to that which would have been agreed a year ago had the impending revision to the Instrument and Articles of Government not been a factor.

#### **139. FUTURE MEMBERSHIP OF THE CORPORATION**

The Principal reported that discussions were in progress with three potential new members.

#### **140. ATTENDANCE**

The Committee received and noted an update of the Schedule of Members' Attendance. It was noted that Community Member, Karen Bellamy, had not attended a quorate meeting of the Corporation since 20 March 2006.

The Committee agreed to advise the Corporation that it should take appropriate action.

**141. ARRANGEMENTS FOR FUTURE MEETINGS**

The Committee agreed that future meetings would be held as and when required.

**142. ANY OTHER ITEMS OF URGENT BUSINESS**

The Search Committee considered the various Community Bodies recognised by the Corporation for the purposes of making nominations to vacancies for Community Members of the Corporation.

The Committee agreed to recommend to the Corporation that the Tamil Community Housing Association should be added to the list of recognised Bodies.

There were no other items of urgent business.

**143. ACTION POINTS ARISING FROM THE MEETING OF THE MEETING OF THE COMMITTEE**

The action points arising from the meeting were agreed by the Chair and are detailed in the appendix to these minutes.

**THE CORPORATION OF WALTHAM FOREST COLLEGE****SEARCH COMMITTEE****ACTION POINTS ARISING FROM THE MEETING OF THE COMMITTEE****19 FEBRUARY 2006**

<b>Minute No.</b>	<b>Issue and Action</b>	<b>Target Date</b>	<b>Achievement Date</b>
<b>137</b>	<b><u>BUSINESS AND COMMUNITY MEMBERS OF THE CORPORATION</u></b>  The Committee agreed to advise the Corporation that Victor Sivagunam was eligible and suitable to be re-appointed.  The Committee agreed to recommend to the Corporation that Michael Polledri be appointed as a Business Member.	19 February 2007  19 February 2007	
<b>138</b>	<b><u>LOCAL AUTHORITY MEMBER OF THE CORPORATION</u></b>  The Committee agreed to advise the Corporation that Graham Woolnough was eligible and suitable to be re-appointed.	19 February 2007	
<b>140</b>	<b><u>ATTENDANCE</u></b>  The Committee agreed to advise the Corporation that it should take appropriate action with regard to the long-term absence, of a Community Member.	19 February 2007	
<b>142</b>	<b><u>RECOGNISED COMMUNITY BODIES</u></b>  The Committee agreed to recommend to the Corporation that the Tamil Community Housing Association should be added to the list of recognised Bodies.	19 February 2007	