



THE CORPORATION OF WALTHAM FOREST COLLEGE

SEARCH COMMITTEE

MINUTES OF THE MEETING HELD ON 16 DECEMBER 2020

MEMBERS OF THE COMMITTEE

Youness Abidou	present	Member
Paul Butler	present	Member, Chair of the Corporation and Safeguarding Champion
Janet Gardner	present	Member, Principal & Chief Executive
Tim Strong	present	Member, Chair of Search Committee
Neil Taylor	present	Member

CLERK TO THE CORPORATION

Val Bartlett Clerk to the Corporation

540 DECLARATION OF INTERESTS

The Members of the Search Committee confirmed that there were no items on the agenda for the meeting in which they had a personal interest.

541 APOLOGIES FOR ABSENCE

There were no apologies.

542 MINUTES OF THE SEARCH COMMITTEE MEETING HELD ON 17 SEPTEMBER 2020

The Minutes of the meetings held on 17 September 2020 were approved by the Search Committee and signed by the Chair as a true record.

- Safeguarding training is still to be completed by a few Governors and a further reminder will be made at the Corporation meeting on 21 December 2020

543 CORPORATION MEMBERSHIP- UPDATE

The Clerk reminded the Committee of the appointment dates, length of term of office and dates membership will cease for all Corporation members.

The Committee was then reminded that there is currently one vacancy for a Staff Governor (support). The Clerk referred the Committee to the Instrument & Articles of Government; Instrument 2 – Composition of the Corporation.

The Corporation has determined to have two Staff Governors, and custom and practice has been that one is a member from teaching staff and one from management and support staff elected for a maximum term of office for four years.

Following a recent call for nominations for a support staff Governor, no applications were received.

Waltham Forest College



The Committee then discussed the above in further detail including the perception of this role, the length of term of office and how to encourage nominations by providing more information on the benefits, the value of this role to the College and the offer of an informal meeting with the Chair prior to applications.

In addition, it was agreed to recommend to the Corporation that as per Instrument 2 (4) (b) a change now be made in that when a vacancy arises, all staff may be nominated and elected by all staff, thereby providing an opportunity for all staff rather than a particular cohort (i.e. teaching or support staff).

A review of the length of the term of this office is also to be recommended to the Corporation. Given the status of this highly recognised and trusted position, it may now be timely and pragmatic to consider a 2-year term, thereby providing an increased opportunity for more staff to consider serving and contributing to shaping the future strategic direction of the College.

The Clerk is to draw up a draft advert and circulate to the Committee for feedback before then going out to all staff in the New Year to seeking nominations.

Terms of Office

- Gary Davies will complete his initial one-year term in February 2021 and the Chair is to hold a 1:1 meeting and report back to the Search Committee before a recommendation is made to the Corporation.
- Nadia Ahmed, Neil Taylor and Renata Nzomono will come to the end of their terms of office in March/April 2021.
- Graham Woolnough and Tim Strong will come to the end of their terms of office in July and September 2021, respectively, and both will not be seeking re-election.

The Committee agreed that a Skills Audit be carried out early in the New Year to help inform forthcoming vacancies.

Actions arising from Search Committee meetings:

- Recommendation to the Corporation regarding the appointment process and term of office for future staff Governors.
- Revised advert for staff Governor nominations to be drafted, circulated to the Committee for feedback, then be sent out to staff.
- Governors whose terms of office end in February, March and April 2021 and who may be seeking re-appointment, to be considered at the next Search Committee meeting
- Skills Audit to be undertaken in the New Year.
- Governors are to be requested to undertake the ETF Governor Safeguarding and Prevent training modules

The Search Committee members were requested to complete the self-assessment proforma and return it to the Clerk for collating.

These minutes have been approved by the Committee and signed by the Chair as a correct record.

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SIGNED

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DATE