



## UNCONFIRMED MINUTES

### THE CORPORATION OF WALTHAM FOREST COLLEGE

#### SEARCH COMMITTEE

#### MINUTES OF THE MEETING HELD ON 16 JANUARY 2018

#### MEMBERS OF THE COMMITTEE

Youness Abidou	<i>apologies</i>	Member
Paul Butler	present	Member, Chair of the Corporation and Safeguarding Champion
Jacqueline Sheehy	present	Member
Tim Strong	present	Member, Chair of Search Committee
Terry Wheeler	<i>apologies</i>	Member
Penny Wycherley	present	Member, Principal & Chief Executive

#### CLERK TO THE CORPORATION

Val Bartlett Clerk to the Corporation

#### 498 **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.

#### 499 **APOLOGIES FOR ABSENCE**

Apologies had been received and accepted from:

Youness Abidou –work commitment

Terry Wheeler – holiday

#### 500 **MINUTES OF THE MEETINGS HELD ON 27 SEPTEMBER 2017 AND 31 OCTOBER 2017**

The Minutes of the meetings held on 27 September 2017 and 31 October 2017 were approved by the Search Committee and signed by the Chair as a correct record.

#### 501 **MATTERS ARISING FROM THE MINUTES OF THE SEARCH COMMITTEE MEETINGS**

There were no matters arising which were not already on the agenda.

#### 502 **CORPORATION MEMBERSHIP**

The Search Committee noted that the term of office for Youness Abidou and Graham Woolnough will come to an end on 16 January 2018.

The Search Committee considered these proposed re-appointments taking into account succession planning, the results of the current Skills Audit, attendance at meetings and college events, involvement in the 'life of the College' through visits to various Curriculum Areas and the Corporation Standing Orders regarding the re-appointment of Members.

It was agreed that in view of the above and also the impending recruitment of two senior post holders, it was considered apposite to retain the skills, knowledge and expertise of both Governors and to recommend to the Corporation a further term of office for both members.

The Search Committee agreed to recommend to the Corporation that Youness Abidou be re-appointed as a Governor for a further four (4) year term to 16 January 2022.

The Search Committee agreed to recommend to the Corporation that Graham Woolnough be re-appointed as a Governor for a further 21 months to 30 September 2019 i.e. when his term as Vice Chair of the Corporation will come to an end.

The term of office for both Paul Butler and Kapil Wadhvani will come to an end on 12 May 2018. It was agreed to review this at the next Search Committee meeting.

The Committee was reminded that there is currently one vacancy for an 'Independent' Governor and that Terry Wheeler will step down from his role as a Governor on 31 July 2018.

Discussion was then held on the current skills gaps and areas of expertise which the current Board requires including teaching and learning and employers/business connections particularly within the local area. Possible areas to contact include:

- Local Chamber of Commerce
- Apple – recent digital leadership programme
- Motor mechanics - BMW Loughton
- Norse Group
- Kapil Wadhvani – network links with other local businesses
- North London Small Business Federation

Following receipt of two CV's it was agreed that the Clerk make contact with both applicants to invite them into College for an informal meeting.

The Search Committee then reviewed the amended draft Skills Audit proforma and agreed that it be circulated to all Governors for completion. The Clerk will then compile a Skills Audit matrix for consideration by the Committee.

**503      ACTION POINTS ARISING FROM MEETINGS OF THE SEARCH COMMITTEE**

- Recommend to the Corporation at its meeting to be held on 20 January 2018, the re appointment of Graham Woolnough for a further 21 months to 30 September 2019 i.e. when his term as Vice Chair of the Corporation will come to an end.
- Recommend to the Corporation that Youness Abidou be re-appointed as a Governor for a further four (4) year term to 16 January 2022.
- To recruit Governors who are employers/from a business background and also recruit from a curriculum and learning background
- To action a Skills Audit for 2018

**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**