



THE CORPORATION OF WALTHAM FOREST COLLEGE

SEARCH COMMITTEE

MINUTES OF THE MEETING HELD ON 25 JANUARY 2021

MEMBERS OF THE COMMITTEE

Youness Abidou	<i>apologies</i>	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

544 DECLARATION OF INTERESTS

Neil Taylor reminded the meeting of his employment with Leyton Orient (a subcontractor to the College) and that consideration of his reappointment as a Governor was an agenda item. The Members of the Search Committee confirmed that there were no other items on the agenda for the meeting in which they had a personal interest.

545 APOLOGIES FOR ABSENCE

Youness Abidou – work commitments

There were no other apologies.

546 MINUTES OF THE SEARCH COMMITTEE MEETING HELD ON 16 DECEMBER 2020

The Minutes of the meetings held on 16 December 2020 were approved by the Search Committee and signed by the Chair as a true record.

Matters Arising:

- Safeguarding training is still to be completed by a small number of Governors and a further reminder is to be sent by the Clerk.
- The Committee recommended that all new Governors continue to be provided with an opportunity to meet with the Senior staff responsible for Safeguarding, Finance and Health & Safety particularly.
- Given the impending FEC/ETF Board review which will include Committee structures etc, it was agreed that the Search Committee self-assessment proforma now be put to one side in this instance.

547 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 noted the results of the recent Skills Audit and it was agreed that the future format of these reviews exclude reference to skills in the college curriculum areas and focus more on strategic skills and expertise.

The following forthcoming vacancies and/or end of term of office were then noted and discussed further:

- Gary Davies – 4 February 2021
- Nadia Ahmed – 23 March 2021
- Neil Taylor – 23 March 2020
- Renatta Nzomono – 5 April 2021

The Search Committee was informed that the Chair of the Corporation has had conversations with all four Governors.

The Committee then considered the proposed re-appointments of the above four Governors taking into account their skills, knowledge and expertise and also:

- the Corporation Standing Orders regarding the re-appointment of Members
- succession planning
- the results of the current Skills Audit
- attendance at meetings and college events
- involvement in the 'life of the College'

The Search Committee agreed to recommend to the Corporation that:

Gary Davies, Nadia Ahmed, Neil Taylor and Renatta Nzomono be reappointed as Governors for a further four-year term.

The Committee was then reminded that there is currently one vacancy for a Staff Governor and following discussion at the 21 December 2020 Corporation meeting, the Corporation had agreed 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) with an initial appointment of a one- year term of office to then be subject to review before a further period is confirmed.

The Committee then considered and agreed the wording of a draft advert which is to be circulated in the next 'All Staff' email with a 2-week deadline for applications.

SKILLS AUDIT

The Committee then returned to the current skill set of the Corporation and concurred that curriculum expertise was an area which required additional strengthening.

The AoC, ETF and Governor contacts are to be explored in the first instance.

It was also noted that Graham Woolnough and Tim Strong will come to the end of their term of office in July and September 2021, respectively, and both will not be seeking re-election.

548 ACTIONS ARISING FROM SEARCH COMMITTEE MEETINGS

- Recommendation to the Corporation regarding the re-appointments of Gary Davies, Nadia Ahmed, Neil Taylor and Renatta Nzomono all for a further 4-year term of office;
- The advert for a staff Governor is to be sent out to all staff.
- Skills Audit proforma to be reviewed.
- New Governors are to be invited to meet with Senior Staff responsible for Safeguarding and Prevent, H.R., Finance and Health & Safety.
- A Governor(s) with curriculum expertise is to be sourced.

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