

CORPORATION OF HILLS ROAD SIXTH FORM COLLEGE

Minutes of the Meeting of the Search & Governance Committee held on 20 January 2016

Present: Johnnie Sam (Chair), Edna Murphy, Linda Sinclair (Principal),
Frankie Williams

Clerking Services: Robert Smith (Clerk to the Corporation)

1 Apologies for Absence

Apologies had been received from the following member: Pete Southwick.

The meeting was quorate.

2 Declarations of Interest

None.

3 Minutes of the Previous Meeting – 14 October 2015

It was noted that the draft minutes had received approval by the Chair of the Committee for circulation.

They were approved as a correct record of the business transacted and *prima facie* evidence of the proceedings to which they relate.

4 Matters Arising from the Minutes

It was agreed that the Committee will consider the items asked on the annual Members' Questionnaire at its next meeting.

5 Appointment of Independent Members of the Corporation

Members considered the CV submitted by Tony Minson in support of his application for membership of the Corporation, and interviewed him.

The Committee recommended that at the meeting being held on 10 February 2016 Professor Minton be appointed as an independent member of the Corporation for an initial period of four years from the date of the meeting.

In the Committee's opinion, Professor Minton's strongly expressed commitment to the work of the Corporation, his evident and informed interest in the College, and his extensive and valuable experience of strategic development within a prestigious educational institution together with the numerous other governance

roles which he has undertaken make him highly suitable for appointment to the Corporation at this time.

6 Bye Laws of the Corporation

Proposed revised Bye Laws of the Corporation, together with a schedule setting out the changes, were received and considered.

Members agreed that:

- the provision for a meeting to be held by means of a telephone conference be retained ('Interpretation of Terms Used', and paragraph 5.6.5);
- complaints against the Corporation and its officers require submission by means of a signed letter (Section 7); *and*
- all other revisions were agreed.

The revised Bye Laws of the Corporation were thereby recommended for adoption by the Corporation at the meeting to be held on 20 April 2016.

7 Confidential Reporting Policy – Members of the Corporation

A draft policy, in its existing iteration, was received and considered. It was agreed that paragraph 3.3.2 be amended to read:

Concerns expressed anonymously are much less powerful but will be heard at the discretion of the Corporation.

Subject to the above change, the Policy was approved on behalf of the Corporation, and the Clerk to the Corporation was authorised to circulate the revised document to all members.

8 Business for the Corporation

The business set out in relation to Agendum 5 was referred to the Corporation for consideration at the meeting to be held on 10 February 2016, and that relating to Agendum 6 for consideration at the meeting to be held on 20 April 2016.

9 Any Other Competent Business

None

10 Date and Time of Next meeting

Wednesday 4 May 2016 at 6.30pm