



SOUTH GLOUCESTERSHIRE AND STROUD COLLEGE
FURTHER EDUCATION CORPORATION

SEARCH COMMITTEE

Approved minutes of a meeting
Held on Thursday 16 January 2020
At WISE Campus, New Road, Stoke Gifford, Bristol

Present:

Laura Boutle	(Chair)
Sophie Chester-Glyn	(Corporation Member)
Sophie Green	(Corporation Member)
Kevin Hamblin	(CEO & Executive Principal)
Martin Jones	Corporation Member
Moyra Pascoe	Corporation Member/Chair of the Corporation

In attendance: Sharon Glover Clerk

The Chair opened the meeting by welcoming those present and proposed that preparation is undertaken for the interview of the prospective Corporation Member.

1. **Apologies for Absence**

There were no apologies received.

2. **Declarations of Interest**

Sophie Green declared her interest in agenda item 7.

3. **Items of Urgent Business**

None received.

4. **Minutes of Previous Meeting**

The minutes of the meeting held 16 October 2019 were approved and signed as a correct record.

5. **Matters Arising From Those Minutes**

a) Corporation approval of the following was noted:

i) The re-appointment of Ben Short, at the end of his 1st year term of office, for a further 3-years.

ii) The re-appointment of Moyra Pascoe, at the end of her current term of office, for a further 2-year term of office.

iii) The re-appointment of Martin Jones, at the end of his current term of office, until 31 July 2020.

b) Members received updates on the action log.

The Chair advised that she would be bringing forward agenda item 7 and Sophie Green was invited to leave the meeting.

6. **Re-appointment of Corporation Member (Agenda Item 7)**

a) Members' views on the re-appointment of Sophie Green following her first years' term of office were invited. Members reported that Sophie was very committed to the role and very prepared for Corporation meetings by raising questions in advance. The Clerk was invited to report on Sophie's attendance at meetings and commitment to training and development; both of which were positive.

Members had no hesitation in recommending her re-appointment to Corporation for a further 3-year term to complete her first 4-year term of office.

It was resolved:

To recommend to Corporation the re-appointment, at the end of her current term of office, of Sophie Green for a further 3-years to complete her first full 4-year term of office.

At this point Sophie Green returned to the meeting together with the prospective Corporation Member to be interviewed.

7. **Prospective Corporation Member (Agenda Item 6)**

Confidential Item.

8. **Succession planning**

Members noted the expiry dates of Governors' terms of office over the next 18 months. The Clerk raised the expiry of the term of office of Richard O'Doherty who had been appointed to the Corporation as part of the strategic alliance with the University of Gloucestershire. Under the new bilateral agreement there was inclusion for consideration of a reciprocal board membership. Members discussed this option in detail and the outcome of discussions was the need to continue to have a close relationship with the University of Gloucestershire and that the main focus should be at an operational level rather than at board level. The bilateral agreement allows for meetings between the Chairs of each institution and the CEO and Vice-Chancellor. It was agreed that the CEO & Executive Principal should speak with Richard O'Doherty to seek the views of UoG.

The need, however, for an external Corporation member with HE skills and experience was raised.

Succession planning for Martin Jones was discussed. The Chair of the Corporation suggested that, with Martin's HR background, skills and knowledge, he remains on the Remuneration Committee as a co-opted member and continues as Remuneration Committee chair. When asked, Martin intimated that he would be happy to continue in this role. Members suggested that the Corporation should be invited to consider this option together with a replacement for Martin on the Search Committee and to also consider his replacement as Vice-Chair of this Committee. It was proposed that, should the appointment of the candidate interviewed be successful, this individual would be a suitable replacement for Martin on the Strategic Property Group. The Corporation were also invited to consider the position of Vice-Chair of the Corporation and the need for a 2nd Vice-Chair to be appointed.

Members also raised the need for two members of the Corporation to replace Martin Jones and David Hagg on SGSCSL. The CEO & Executive Principal reported that discussions continue with the CEO of Provelio as he has expressed interest in finding out more about the role of the Corporation and SGSCSL.

The CEO & Executive Principal advised that John Huggett is being interviewed for Chair of SGSAT and intends to continue his involvement on SPG and SGSCSL. John had also mentioned that his wife had now retired as a Company Director and has skills and experience to offer the Corporation if needed.

The report was noted.

9. **Any Other Business**

There was no other business raised.

10. **Date of Next Meeting**

Thursday 5 March 2020, 10am, WISE Campus.

The meeting commenced at 3.05pm

The meeting closed at 5.00pm

The meeting was quorate.