

MINUTES OF THE GOVERNANCE & SEARCH COMMITTEE

1 NOVEMBER 2007



HADLOW
COLLEGE

Innovation. Experience. Excellence.

Present: Mr H Guntrip -Co-opted (Chairman)
Mr G Charlton -Business
Mr N Coffin -Business
Mr P Hannan -Principle

In attendance: Mr J Allen -Clerk to the Governors

The meeting commenced at 09.30.

APOLOGIES FOR ABSENCE & DECLARATION OF INTERESTS

1. There were no apologies.

MINUTES

2. **RESOLVED** -that the minutes of the meeting held 24 May 2007 be approved as a correct record and signed by the Chairman.

GOVERNOR ATTENDANCE 2006-07

3. The College report '*Board Membership*' (copy attached to the signed minutes) included an analysis of governor attendance for 2006-07. The Committee welcomed confirmation of an overall attendance of 85% against the target of 75%.

GOVERNOR SKILLS AUDIT

4. The College report '*Board Membership*' included a summary of the current skill analysis of governors. The current skills analysis did not identify any significant area of concern but the Committee noted that there is always the need to strengthen the audit committee with appropriate financial expertise.

COMMITTEE MEMBERSHIP 2007-08

5. The Committee undertook the review of Committee membership. With the resignation of David Potter there is now a vacancy on the Finance & General Purposes Committee. The aim has always been to have on this committee a governor with appropriate farming expertise. To achieve this aim would require Mr Glyn Charlton to move from Audit to F&GP.

BOARD MEMBERSHIP

6. The College report '*Board Membership*' confirms that there are three vacancies, one co-opted and two student vacancies.
7. The Committee received an update on the current arrangements for the election of Student Association officers. Elections are scheduled to take place over the next two weeks and the process should result in the nomination from the Student Association of two student governors.

8. The Clerk confirmed the receipt of two applications for the co-opted vacancy and the Committee reviewed the two CVs and conducted an interview. The first application was from Mr Stuart Gibbons who is currently Head of Rural Regeneration, Kent County Council. Mr Gibbons is a highly experienced senior manager, with excellent strategic management and project delivery skills. Mr Gibbons has held the role of governor at a primary school. Mr Gibbons has teaching experience and was Head of Agricultural Science.
9. Mr Bob McNicoll has extensive senior management experience in a range of organisations. More recently he has diversified his interests into renewable energy and sustainable technologies. His primary interests and skills are in three areas: enterprise creation; people and business management; and business development. Mr McNicoll has extensive financial expertise and worked for 14 years with PricewaterhouseCoopers LLP. Mr McNicoll leaves close to the College in West Peckham.
10. Following a review of the CVs and the conducted interviews, it was **RESOLVED**:
- (i) To recommend to the Board the appointment of Mr Stuart Gibbons under the category of co-opted business for the period 1 April 2008 – 31 March 2012 and for Mr Gibbons to become a member of the Strategy & Performance Committee;
 - (ii) To recommend to the Board the appointment of Mr Bob McNicoll to become a non-governor co-opted member of the Audit Committee as permitted by the Instrument & Articles and the Audit Committee's Terms of Reference;
 - (iii) For Mr Glyn Charlton to become a member of the Finance & General Purposes Committee; and
 - (iv) To note the report.

The meeting closed at 11.00.

Signed: _____ Date: _____
(Chair)