

# THE COLLEGE OF RICHARD COLLYER

## MINUTES OF THE NOMINATIONS COMMITTEE MEETING HELD ON TUESDAY, 1<sup>st</sup> MARCH 2011 at 1.10 p.m.

Present: Mr G R Baird, Dr J Johnston, Mr M Marchant

Apologies received: Revd. G Bridgewater, Mr R Pope

In attendance: Ms N Whitehead

In the Chair: Mr G R Baird

1. **Declaration of interests:** There were no declarations of interests.
2. **Minutes** of the meeting held on 2<sup>nd</sup> November 2010 were approved.
3. **Matters arising**

**Item 4b):** The Governing Body had found the new strategic item on the last Governing Body meeting agenda effective in updating them on key developments in Government policy and in stimulating discussion on their potential impact and the college's best response.

**Item 4c):** Mr Robert Yorke had been appointed (with effect from January 2011) as successor to Mr Mark Watts to whom the Chair of Audit Committee had written to thank him for his years of service.

**Item 10):** The appointment of Mr Mick Hodgson and Mr Colin Eley as trustees nominated by the Governing Body would be considered at the next Trustees' meeting in June.

#### 4. **Appointment of Foundation Governors**

##### a) **By the Court of Assistants**

The Court of Assistants was shortly due to consider the appointment of a former Master Mercer, as a replacement for Mr Robert Pope, subject to a satisfactory meeting with the college. Mr Robert Pope would maintain his contact with the college as Chair of Trustees. The Privileges Committee had recommended the reappointment of Mr Chris Watney for a period of two years.

**Action: a) Clerk to the trustees to seek a CV for Mr Daniel Hodson and b) subject to the outcome of the Court of Assistant's meeting, Clerk to the Governing Body to arrange a meeting around Easter.**

##### b) **By the Trustees.**

Mr Graham Baird and Mr Colin Eley had been reappointed as foundation governors by the trustees for a period of four years ending on 31<sup>st</sup> March 2014.

An updated skills analysis was circulated reflecting the college's recruitment of a co-optee for the Audit Committee. It was noted that someone with HR/employment law experience would be a most valuable addition when future vacancies arose. The impact of imminent resignations and appointments on Committee membership were considered as well as potential future changes to ensure the best use and development of governors' skills.

#### 5. **Appointment of Co-opted governor**

Members noted that contact with relevant institutions had not yet identified a governor with HE management or admissions experience to replace Mr Clive Behagg but agreed this was still desirable given the current developments in HE education policy and its possible impact on the college. To ensure effective continuity it

was proposed that Colin Eley would join Q&S as a former parent governor member as well as F&GP as Vice Chair replacing Robert Pope. The impact of the imminent changes in Governing Body membership on Committee membership was considered as well as longer-term developments as part of succession planning.

**Action: Clerk to pursue with universities in the Sussex, Surrey or London area as well as with contacts with the Science Faculty.**

**6. Governor elections**

a) **Parent governor:** Members noted the amendments to the election procedures agreed at the last meeting and agreed further that for future elections electronic means of contact would be acceptable to ensure widespread reach in a cost-effective way.

b) **Staff governor:** the current staff governor's period of office was also due to end in Summer 2011 and it was agreed that the election procedures should be amended to reflect appointments in line with the academic year.

**7. Governor Training and Development Programme**

*Paper: Governor Training and Development Programme 2010-2012*

Members noted that priority E&D and Safeguarding training had preceded the last meeting of the Governing Body. They considered an analysis of possible governor training needs which focussed on supporting members in keeping up-to-date with Government policy and the induction of up to 6 new governors over the coming months.

**Recommendation: The Governing Body to approve the programme subject to any additional training needs they would like included.**

**8. Meeting assessment**

The Committee felt that the meeting had been very productive in considering both short and longer term membership and deployment of the Governing Body.

9. **Date of next meeting:** November 2011 (to be confirmed following consultation with the Clerk to the Trustees).

The meeting ended at 14.15 p.m.

Chairman .....

Date .....

NCW 02/03/11