

**MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON WEDNESDAY 1<sup>ST</sup> NOVEMBER 2017**

**PRESENT:** John Bolt (Chair)  
Geraldine Swanton  
John Callaghan (Principal)

**IN ATTENDANCE:** Theresa Lynch (Clerk)

**1. 1.1 Apologies for Absence**

Apologies for absence were received from Joan Smith.

**1.2 Declarations of Interest**

There were no new declarations of interest.

**2. Minutes of the Meeting held on 2<sup>nd</sup> March 2017**

The minutes of the meeting held on 2<sup>nd</sup> March 2017 were agreed as a correct record and signed by the Chair.

**3. Matters Arising**

There were no matters arising.

**4. Membership Report**

*(John Bolt left the meeting during consideration of his re-appointment)*

The Chair presented the report and discussion took place regarding terms of office that were due to come to an end and review of governors contribution was conducted and the following recommendation was made:

**RESOLVED** to recommend to the Corporation re-appointment of:

**John Bolt** for a term of 4 years to April 2022 as a member of the Corporation, Search and Governance Committee and Remuneration Committee;

It was noted that both Joe Kelly and Sally Tomlinson were due for re-appointment in Spring 2017. Confirmation of re-appointment would be at the next Search and Governance Committee as Joe Kelly was considering his role whether an appointment from a current employee at the airport would be more advantageous going forward.

Current vacancies - following the recommended appointments above there will be vacancies as follows:

Corporation: 2 student vacancies  
Audit Committee – one external member vacancy.

## **5. Student Governor Appointment Process**

The Chair presented the report and discussion took place regarding the contribution of the previous student governors, Scott Beasley and Summiya Khan.

**RESOLVED** to recommend to the Corporation:

- That only one student governor for Solihull College and University Centre be appointed in 2017, in line with the appointment process outlined;
- That the student governor iPads be gifted to Scott Beasley and Summiya Khan in acknowledgement of their contribution to the Corporation since 2015;
- Appointment of Charlie Flavell as Student Governor from the date of merger to 31<sup>st</sup> July 2018.

## **6. Model of Governance of Merged College and Expressions of Interest from Stratford upon Avon College to join the Solihull College and University Corporation at the merger date**

The Chair presented the report and explained that the governance structure of Solihull College and University Centre would be applied to the merged college, with the introduction of 3 expert groups that would meet on a regular basis until July 2018. The Chairs of the groups had been identified, but membership would be confirmed following Stratford upon Avon College governor appointments.

Discussion took place regarding terms of office for the new governors and skills were reviewed in terms of appointments to the Corporation.

**RESOLVED** to recommend to the Corporation:

- That the overall size of the Corporation from 1<sup>st</sup> January 2018 (or date of merger) to 31<sup>st</sup> July 2018 be 21, to incorporate governors from Stratford upon Avon College;
- That the number of staff governors be increased to 2, however, for a temporary period 1<sup>st</sup> January 2018 (or date of merger) to 31<sup>st</sup> July 2018 this would be 3, incorporating an additional staff governor from Stratford upon Avon College;
- The appointment of Pat Knauff and Stevie Gray each for a 4 year term of office to 31<sup>st</sup> December 2021;
- The appointment of Eric Wiles for a 1 year term of office to 31<sup>st</sup> December 2018;
- Reduction of the overall size of the Corporation from 1<sup>st</sup> August 2018 to 19 governors and review overall size of the Corporation for August 2019, as appropriate;
- That Keith Marriott and Sally Tomlinson become full Corporation members from the date of merger.

Discussion took place regarding the stakeholder group and this would be adopted for the Stratford upon Avon campus only or across the merged college. The Principal described the links with employers and the community in Solihull and the extremely important connection with the Solihull Chamber of Commerce. He explained that the Director of Employer Services and Mary Younan (titles) were developing good relationships and links with stakeholders.

The stakeholder group set up by Stratford upon Avon College had been initiated during the merger development and had been extremely useful. Key stakeholders in the area had engaged with the College positively, so it may be useful to maintain those links in this way. It was suggested that further information is obtained from the Principal and governors at Stratford upon Avon College before a final decision is made about setting up the Group following merger.

**7. Declarations of Interest**

The Clerk presented the report and explained that there had been amendments and the report would be provided to Corporation for information.

**8. Governors' Handbook 2017**

The Clerk explained that the Handbook would be updated in line with the agreed model and membership of governance as outlined in item 6 above.

**9. Date of the Next Meeting**

The next meeting would be scheduled in due course.

Signed           I.R. Bout          

Date           17 January 2018

