

CORPORATION OF HILLS ROAD SIXTH FORM COLLEGE

Minutes of the Meeting of the Nominations Committee held on 11 January 2023

Present Jane Sterling (Chair), Julian Evans, Emily Fletcher
(Agenda 5-7), Tony Minson, Kevin Taylor, Jo Trump.

**Papers and
Minutes Prepared
by** Robert Smith: Clerk to the Corporation

In Attendance Julie Francis: PA to the Clerk to the Corporation.

1 Apologies for Absence and Quoracy

Emily Fletcher was welcomed on the occasion of her first attendance at a meeting of the Committee.

All members were present.

2 Declarations of Interest

None.

3 Minutes of the Previous Meeting: 5 October 2022

It was noted that the draft minutes had been approved by the Chair of the Committee for circulation.

The minutes 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: 5 October 2022

There were no matters arising except as provided for on this agenda.

5 Appointments and Re-Appointments of Members of the Corporation

The following documents were received:

the Bye Laws concerning appointments and re-appointments to the Corporation;

a schedule of the skills and experience disclosed by current members of the Corporation; and

the schedule of prospective terminations of members of the Corporation.

Members noted that Alistair Day, whose term of office expires on 26 March 2023, is unable to commit to a further four-year term as an independent member of the Corporation, but is content, if reappointed, to serve until the end of the current academic year to allow adequate time for a successor to be identified. Bearing in mind his special expertise in safeguarding in an educational setting, and his value to the Corporation as the head of a partner school, the Committee recommended that he be reappointed by the Corporation for a further term of office from 27 March 2023 to 31 July 2023.

Members also noted that Julian Evans is not able to commit to serving a further term after his present period of office as an independent member expires on 31 December 2023.

The terminations of Wendy Menon and Jane Sterling as independent members on 29 October 2023, and that of Kevin Taylor as an independent member on 31 December 2023, were also noted. It was noted that all three would be eligible for reappointment, if reappointment is in the interests of the Corporation.

Members noted the skills and experience which would be lost to the Corporation following the terminations in the current year of Messrs. Day and Evans. Members also considered the skills needed by the Corporation, particularly those which will be lost or which may not be adequately covered at present and in relation to which the Corporation might wish to make appointments, namely:

safeguarding in an educational setting;

managing and developing a built estate:

current or recent experience of leading a substantial 16-19 education provider; and

human resources management.

With a longer timescale in mind, it was also deemed helpful to identify persons having legal qualifications and experience.

It was agreed that, for reasons of timing, safeguarding in an educational setting is an urgent priority.

It was agreed that existing members whose terms of office extend beyond 31 December 2023 or who, if re-appointed, might serve terms lasting longer than the current year, be asked to provide additional details of their skills and experience in response to a template (referred to as "Stage B") to be circulated by the Clerk to the Corporation, which will also request that an indication of skills *levels* be set down together with a rationale for their inclusion.

6 Any Other Competent Business

None.

7 Dates and Times of Future Meetings

The following approved meeting dates were noted:

Tuesday 21 March 2023 (6.00pm)

Wednesday 3 May 2023 (6.00pm)

Wednesday 4 October 2023 (6.00pm)

List of Actions Arising from the Meeting

<i>Agendum</i>	<i>Responsible Person(s)</i>	<i>Action</i>
5	Clerk to the Corporation	Provide an appointment resolution in relation to Alistair Day for consideration by the Corporation at the 1 February 2023 meeting.
5	Clerk to the Corporation	Circulate the "Stage B" template, and report thereon.