

## **CORPORATION OF HILLS ROAD SIXTH FORM COLLEGE**

### **Minutes of the Meeting of the Nominations Committee held on 15 March 2023**

**Present** Julian Evans (Vice-Chair of the Committee), Tony Minson, Jo Trump.

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

#### **1 Apologies for Absence and Quoracy**

Apologies for absence were received from the following members: Emily Fletcher, Jane Sterling, Kevin Taylor.

The meeting was quorate.

In the absence of the Chair, Julian Evans (Vice-Chair) presided at the meeting.

#### **2 Declarations of Interest**

None.

#### **3 Minutes of the Previous Meeting: 11 January 2023**

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: 11 January 2023**

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

#### **5 Appointment of Independent Member of the Corporation: Paula Heaney**

Members considered the application for membership from, and interviewed, Paula Heaney.

It was noted that Ms Heaney is an education consultant and current Ofsted further education inspector.

Members also noted her wealth of leadership experience in 16-19 further education provision, and her current engagement with the sector. The Committee recommended her appointment to serve as an independent member of the Corporation from 29 March 2023 to 28 March 2027.

## **6 Other Appointments and Re-Appointments of Members of the Corporation**

Members noted the Bye Laws governing appointments and re-appointments to the Corporation.

Members also noted the schedule of terminations of present appointees, in particular those falling due in the year to February 2024.

Members additionally noted the review of the knowledge, skills and experience disclosed by current members, conducted by the Clerk to the Corporation on behalf of the Committee.

The areas of skill that are not well covered at present, or which are liable to become less well covered as a result of prospective membership terminations, were also noted, and will be taken into account by the Committee during the coming year in making recommendations for appointments to the Corporation.

Members received and considered an application for membership from Louise Joy. It was agreed that her application be held in abeyance to be considered in due course along with others which are being sought at the present time. The Clerk to the Corporation undertook to write in those terms to the applicant.

The Committee noted the expression of interest from Richard Westcott in becoming an independent member of the Corporation when his term as parent member expires on 31 July 2023.

Members agreed that a circulated email to parents seeking expressions of interest, in both the parent member vacancy and those for independent members, be circulated at the earliest opportunity as soon as the make-up of the parent body for 2023-24 is known, with a view to considering a number of applications at the October 2023 meeting of the Committee.

## **7 Election of Staff Nominee Member of the Corporation**

Members were advised by the Clerk to the Corporation that, Ian Harvey's term of office being due to expire on 4 June 2023, an election will be held in the first part of the Summer Term for a successor appointee.

## **8 Dates and Times of Meetings 2023-24**

The following dates and times were approved subject to the incidence of matters forming the Committee's business:

***Wednesday 4 October 2023 (6.00pm)***  
***Wednesday 10 January 2024 (6.00pm)***  
***Wednesday 1 May 2024 (6.00pm)***

## **9 Any Other Competent Business**

None.

## **10 Dates and Times of Future Meetings**

The following approved meeting date was noted:

***Wednesday 3 May 2023 (6.00pm)***

### **Action Arising from the Meeting**

<b><i>Agendum</i></b>	<b><i>Responsible Person(s)</i></b>	<b><i>Action</i></b>
6	Clerk to the Corporation	Write to Louise Joy in the terms recorded in the minute.