

## **Confirmed Minutes of the Search Committee Meeting held on Tuesday 26th June 2018 at 4.30 pm at the College**

**Present:** Mrs Karen Gornall  
Mr Mike Hill (*Principal*)  
Mr Donal McCormack (*Chair*)  
Mr Oliver Maddock  
Miss Caroline Nencini  
Mr Paul Rooney

***In the absence of the Clerk to Governors, Miss Nencini took the minutes.***

### **1. DECLARATIONS OF INTEREST**

Governors were invited to declare whether they had any direct or indirect personal, prejudicial or pecuniary interest or conflict of interest in any matter which formed part of the agenda for this meeting or was likely to be discussed at this meeting.

No declarations of interest were made.

### **2. APOLOGIES FOR ABSENCE**

Apologies were received and accepted for Helen Stevenson and Catherine Shaw. The meeting was quorate.

### **3. ITEMS FOR INCLUSION UNDER ANY OTHER BUSINESS**

No items were raised for inclusion under any other business.

### **4. MINUTES OF THE PREVIOUS MEETING HELD ON 20th MARCH 2018**

The minutes were approved and signed in accordance with Article 12 (3) of the Instrument of Government. The publication of the minutes was authorised in accordance with Article 13.

### **5. MATTERS ARISING FROM THE MINUTES**

#### **5.1 Review of actions in the log**

The action log was reviewed. Two items were included in the agenda for this meeting. Other items were noted as due for completion at future meetings.

### **6. GOVERNING BODY REVIEW**

#### **6.1 Recommendation for student governor**

The outgoing student governor, Oliver Maddock, recommended the appointment of Samantha McQuiggan as the student governor from 1st July 2018 to 30th June 2019. The recommendation was accepted and approved by governors.

#### **6.2 Annual analysis of the Governing Body Skills Audit**

The contents of the report were noted and it was agreed that the outstanding forms would be requested at FGB, with the exception of forms for those governors who had now resigned.

While no particular areas of weakness had been identified with the returns to date there was a discussion about chaplaincy. Paul Rooney agreed to continue to provide support as a link governor in this area and it was also noted as a point to consider as part of succession planning the possible inclusion of a member of the clergy on the governing body.

### **6.3 Membership and succession planning**

In addition to the imminent vacancies noted in the paper, Karen Gornall confirmed during the meeting that she would be standing down once her current term of office concluded as she had now served for three terms. It was agreed that we would consider the vacancies more fully in discussion with the Clerk outside of the meeting, however a number of recommendations would be made to the FGB:

- Oliver Maddock, currently student governor, would be recommended as an associate member.
- Progress discussions with Mrs Tracy Mawson (recommended by Kath Boullen) as a co-opted governor as this would provide continued relationship with St Helens Chamber.
- Progress discussions with Fr Jean Paul Illunga as a potential foundation governor and the discussion should consider whether Fr Jean Paul would be available for a four year term.
- Mr Andy Rannard and Ms Nikki Hannah had also been put forward and it was agreed that an initial conversation should take place to look at suitability, however, a decision to progress should wait until the latest position on vacancies, skills audit and committee membership had been considered.
- Mark Harvey, currently parent governor, had asked to be considered as a foundation governor following the end of his current term. This would be reviewed as above.

The role of link governors was also considered and governors agreed with the recommendation in John Boyle's report that most link governor roles could be concluded. As an alternative staff representing these areas could be invited to governors meetings to present and/or invite governors to be involved in specific activities. However, it was agreed to continue the Chaplaincy link governor role to provide support during the transition to a new college chaplain.

It was agreed to defer a review of committee membership until the October meeting, however, to support the P&QA committee it was agreed that Donal McCormack (Chair) would attend the next meeting.

### **6.4 Training plan 2018/2019**

It was agreed that the training plan would be reviewed in October once new governors had been appointed so existing skills, experience and training requirements could be considered more fully.

## **7. ELECTION**

### **7.1 Election of Vice Chair of the Committee to serve from 1st August 2018 to 31<sup>st</sup> July 2020**

It was agreed to defer this agenda item, until a further review of the Committee membership took place at the October meeting.

## **8. ANY OTHER BUSINESS**

No items were raised for consideration under any other business.

**9. DATE OF NEXT MEETING**

Tuesday 16<sup>th</sup> October 2018 at 4.30pm

Signed by the Chair: College file signed by Donal McCormack

On this day: 16<sup>th</sup> October 2018-----