

Confirmed Minutes of the Search Committee Meeting held on Wednesday 27th March 2019 at 4.45 pm at the College



Present: Mr Mike Hill (*Principal*)
Mr Donal McCormack (*Chair*)
Mr Paul Rooney

In attendance: Mrs Catherine Shaw (*Clerk*)

Due to the earlier Remuneration Committee meeting overrunning, the Search Committee Meeting took place at the slightly later time of 4.45pm.

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.

Mr McCormack declared an interest in agenda item 6.1 in connection with succession planning for the next Chair of Governors.

Mr Rooney declared an interest in any potential discussion that included Liverpool Hope University.

The Committee **noted** the declarations.

2. **APOLOGIES FOR ABSENCE**

There were no apologies for absence, as all Members were present. The Committee noted that Miss Nencini had resigned as a Foundation Governor on 13th February 2019. The meeting was declared quorate.

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

There were no items submitted for inclusion under any other business.

4. **MINUTES OF THE PREVIOUS COMMITTEE MEETING HELD ON 11th DECEMBER 2018** (*previously circulated*)

4.1 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.

4.2 **To approve the confidential section of the Committee meeting held on 11th December 2018**

The minutes were approved as a correct record and signed in accordance with the Instrument and Articles of Government.

5. **MATTERS ARISING FROM THE MINUTES**

5.1 **To consider any matters arising from the minutes** (*previously circulated*)

The Committee **noted** the report and associated action log.

6. GOVERNING BODY REVIEW

6.1 **Membership and Succession Planning** *(previously circulated)*

A detailed discussion took place. Part of this agenda item was deemed confidential for the purposes of the minutes.

After full consideration, the Committee:

- **Noted** the contents of the report and the response from the Archdiocese of Liverpool in relation to the elections of both the Chair and Vice Chair of Governors.
- **Recommended** that the Board approve the appointment of Rebecca Papaspyridis as Parent Governor and assignment to the Quality and Standards Committee for a four year term of office, subject to DBS clearance.
- **Recommended** to the Board that Oliver Maddock be appointed as a Foundation Governor, subject to the consent of the Archbishop. This would supersede Mr Maddock's current status as an Associate Member.
- **Recommended** to the Board that the College's Equality and Diversity (E & D) Co-ordinator present an annual report to the full Governing Body, as opposed to re-introducing an E & D Link Governor.
- **Recommended** to the Board that Mr Michael Martin become a Member of both the Remuneration and Search Committees.
- **Recommended** that an external appraiser be commissioned to undertake the future Performance Management Reviews of the Principal following the Chair's retirement from the Board. This was to be undertaken in conjunction with a Member of the Remuneration Committee, subject to advice which was to be sought from the Archdiocese of Liverpool at a meeting on 4th April 2019.

6.2 **Governors' Code of Conduct** *(previously circulated)*

The Committee reviewed the Code of Conduct and **recommended** its approval to the full Governing Body at its meeting on 25th June 2019.

6.3 **Annual Skills Audit** *(previously circulated)*

The Clerk advised that she would be circulating the skills proforma to all Members of the Governing Body for their completion and return. It was her intention to present a subsequent analysis to the Search Committee at the next meeting on 25th June 2019.

The Committee **noted** the report.

7. ELECTION

7.1 **Committee Chairperson to serve from 1st April 2019 to 31st July 2021**

The Committee **agreed to defer** this agenda item to the next Committee meeting.

Action: Clerk

8. ANY OTHER BUSINESS

8.1 None.

9. DATE OF NEXT MEETING

Tuesday 25th June 2019.

The Chair thanked Governors for their attendance and contribution at the meeting.

The meeting concluded at 5.45pm.

Signed by the Chair: College file signed by Mr Michael Martin-----

On this day: 24th June 2019-----