

THE CORPORATION

EALING, HAMMERSMITH AND WEST LONDON COLLEGE

MINUTES OF THE SEARCH AND DEVELOPMENT COMMITTEE MEETINGS HELD ON 22 MARCH 2017 AND 24 MAY 2017 AT THE HAMMERSMITH CAMPUS

MEETINGS STARTED AT 4.30PM AND 5.00PM

ITEM 1

Attendance, Apologies for Absence and Declarations of Interests

- 1.1 The Committee members present were Julia Clements-Elliott (Chair), Tony Alderman, Adrian Asuquo (22 March only) and Garry Phillips.
- 1.2 There were no apologies for absence as all members were present.
- 1.3 Keith Scribbins clerked the meetings and Ray Shilling was in attendance on 24 May 2017.
- 1.4 There were no new declarations of interests.

ITEM 2

Governors' Seminar and its Outcomes

Members considered the report on the Governors' Seminar held at the Doubletree Hilton Hotel in Ealing on 20 and 21 January 2017 (COR 17.15). The report set out the timetable for the event, the contributors and the resolutions passed. The aim of the Seminar had been to develop the Corporation strategy in relation to accommodation, commerce, curriculum, financial matters and governance. The presenters included the Principal and Chief Executive, the Clerk, Laurie Morley, Ray Shilling, Janet Gardner, Urmila Rasan and David White. In addition to dealing with strategic matters the aim of the Seminar was to provide a development opportunity for governors and contribute to their training.

Members felt that the Seminar had been very worthwhile and that work on federations, mergers, partnerships and the strategic plan to cover these matters had been particularly valuable. Members said they had learnt a great deal about accommodation, the curriculum and commercial work as well as recent themes in governance and mergers.

This report was **NOTED**.

ITEM 3

Review of Membership

The Clerk explained the recent renewals of membership (Julia Clements-Elliott, Heather Clay and Jim Conybeare-Cross). The renewals would be for three years except for the case of Jim whose membership would end in the summer term. Members considered the pros and cons of recruiting replacements for Juliet Fallowfield and Jim Conybeare-Cross when he retires. It was felt preferable to keep a few places vacant to accommodate other members in the event of a merger. However, it was also recognised that if exceptional circumstances developed the Committee could give consideration to making an appointment outside the merger process (see Item 5 below).

The report on membership was **NOTED**.

ITEM 4

Review of Terms and Registers

The Clerk reported on the Terms of Reference and the Registers covering Members, Interests and Attendance. He felt there was no need to alter the Terms of Reference but said that he would review them at least annually.

The Registers were in good order. The Clerk pointed out that the term of office of Tony Alderman needed to be renewed from October 2017.

The attendance statistics were very good, being 84% for the Corporation, 100% for Search and Development, 100% for Remuneration and 75% for Audit.

Members **ADOPTED** the Clerk's report on Terms and Registers.

ITEM 5

Appointment of Councillor Rai

It was reported that the Principal and Chief Executive had discussed with Councillor Rai (Ealing Borough Council) the prospect of her joining the Corporation. The College values its connection with the Borough and it was felt that Councillor Rai's profile was very suitable for work as a governor. The profile is:

- Elected to Ealing Council 22 May 2014
- Labour Councillor Walpole Ward
- Portfolio holder for Children and Young People

Councillor Rai is also Head of Corporate Affairs and Communication in respect of the International Programme London University.

Members discussed with Councillor Rai why she wanted to become a governor and the skills and experience she could bring to the role. It was apparent she had a wide background in education, especially in the schools sector and higher education and she wished to develop her contribution in further education. Councillor Rai was also very experienced in local government. She was well versed in matters connected with reorganisation in education including federations and mergers.

Councillor Rai left the room and members concluded that she was a very strong candidate and should be appointed as a governor of the College. Hence, it was **RECOMMENDED**

that: Councillor Rai be appointed as governor of the College for a three year period from 24 May 2017 subject to the completion of eligibility requirements etc.

ITEM 6

ANY OTHER BUSINESS AND DATE OF NEXT MEETING

There was no further business and the date of the next meeting will be scheduled as part of the calendar for 2017/18.



Chair's Signature



Date

