

Agenda Item No: SDC17.08

## THE CORPORATION

### EALING, HAMMERSMITH AND WEST LONDON COLLEGE

#### MINUTES OF THE SEARCH AND DEVELOPMENT COMMITTEE MEETING HELD ON 18 OCTOBER 2017 AT THE HAMMERSMITH CAMPUS

#### THE MEETING STARTED AT 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 and Adrian Asuquo.
- 1.2 Apologies for absence were received from Garry Phillips.
- 1.3 Keith Scribbins clerked the meeting.
- 1.4 There were no new declarations of interests.

#### ITEM 2

##### Minutes of meetings held on 22 March and 24 May 2017 SDC 17.04

The minutes were **APPROVED** as a correct record. There were no matters arising.

#### ITEM 3

##### Terms of Reference SDC 17.05

Members reviewed the Terms of Reference and found them to be fit for purpose. The membership complied with the provision of 4.1 (four members of the Corporation to include the Chair and Principal). It was **NOTED** that the period of office of Jonathan Grant and, hence, his membership of the Committee, had come to an end.

#### **ITEM 4**

##### **Review of Registers**

##### **SDC 17.06, 17.07 and 17.08**

The Clerk introduced his review of the Registers covering membership, interests and attendance.

In respect of membership he outlined recent resignations and mentioned two imminent resignations (Heather Clay and John Jeffcock). He pointed out that Tony Alderman's period of office was due to end on 23 October 2017 and it was **RECOMMENDED AS A MATTER OF URGENCY** that Tony Alderman's membership be extended for a further three-year term.

Members discussed the fact that it was expected that up to three members would be recommended for appointment from Kensington and Chelsea College at the time of the merger. It was felt sensible to await the outcome of this situation before advertising for new members. The current determination was one Principal, two staff (one vacancy), two students and twelve ordinary members. Three ordinary members (Lucy Taylor, Jim Coneybeare-Cross and Nick Ratcliffe), had recently resigned and, as indicated above, the resignation of Heather Clay and John Jeffcock was expected.

Members felt it would be sensible to await the outcome of the merger negotiations before seeking to recruit a further staff member providing this did not lead to an unacceptable delay. This report on membership was **ACCEPTED**.

Members **NOTED** that the Register of Interests was complete and the Register was **ADOPTED**.

In respect of individual attendance it was pointed out that individual members mostly hit 80% but that four were less than 55%.

The average attendance at Corporation meetings was 75% (with a low of 52% and a high of 88%). For Audit the percentage was 75%, Search and Development 87% and Remuneration 90%.

Members felt that the attendance statistics were satisfactory but there was room for improvement in some individual cases.

#### **ITEM 5**

##### **Strategic Planning Seminar**

There was a brief discussion of ideas for the Strategic Planning Seminar to be held in January. Members felt the key topic should be merger and federations and the implementation of the merger with KCC. It was also suggested there should be an opportunity for members to reflect on what pleased them and displeased them about governance and its operation at the College.

**ITEM 6**

**ANY OTHER BUSINESS AND DATE OF NEXT MEETING**

There was no further business and the date of the next meeting is 23 May 2018.

*S. Lewis - Elliott*

**Chair's Signature**

*23/01/19*

**Date**

