



MINUTES OF THE MEETING OF THE SEARCH COMMITTEE

Held on Thursday 18th September 2008 at 4pm at Lakes College, West Cumbria

PRESENT: Damian McSweeney, Joe Holiday, Michael Doyle and Cath Richardson

APOLOGIES: Norma Boyes

IN ATTENDANCE: Hilary Hemm (Clerk to the Governors)

14/08 DECLARATIONS OF INTEREST

None.

15/08 CONFIRMATION OF MINUTES

The Committee received the minutes of its meeting held on 4th August 2008.

RESOLVED that the minutes be approved as an accurate record and signed by the Chair.

16/08 MEMBERSHIP UPDATE AND APPLICATION FOR BOARD MEMBERSHIP

The Committee received the Clerk's report which set out the current situation regarding membership.

The Student Services office was working with the student course reps to convene a meeting as soon as possible, when a new student governor would be elected.

She also presented information

RESOLVED that this committee recommend to the Corporation meeting in September that the Standing Orders be changed to the extent that the Search Committee title be altered to "Search and Governance Committee" and that the model terms of reference in Appendix 2 be adopted in the Standing Orders, replacing the current Terms of Reference. However, the model Constitution for the Committee (which provided for different membership and meeting arrangements than currently pertained at Lakes College) should be subject to further scrutiny and not recommended for adoption at this stage.

FURTHER RESOLVED that the Committee recommend to the Corporation that a wide-ranging review of all the Corporation Standing Orders be carried out by a small group of members, with a view to reporting back to the Corporation at its next meeting in December, in order to ensure that the Corporation operate as efficiently as possible.

11/08 SKILLS AUDIT



The Clerk circulated a schedule of responses drawn up from the Skills Audit questionnaire which had previously been sent to all governors. The Chair also referred to an article in the journal "Caritas" entitled "Above Board" which listed desirable qualities for Board members to possess in order to have a Board working as effectively as possible.

A review of the Skills Audit revealed a need for members with qualifications and/or experience in finance, HR, regeneration and the small business sector. Other less pressing gaps in skills appeared to be in health and safety and property/estates development.

The Clerk informed members that a local secondary school head had expressed an interest in joining the Board and that her application would be considered at the next scheduled meeting in September. The Clerk's attempts to recruit a new member with financial qualifications had not been successful. It was not known if committee member Norma Boyes had been more successful.

After some discussion it was agreed that the informal attempts made in recent months to recruit new members had not worked and that more formal attempts should now be undertaken, bearing in mind the skills requirements discussed. Collaboration with other colleges was also considered. However, collaboration on this with Kendal and Furness Colleges was not considered to be a practical option in view of the geography of the county.

RESOLVED that the Clerk draft and place an advertisement in the local press seeking new members with HR, financial, regeneration and small business skills and experience and that she advise the Committee further on the possibility of the temporary appointment of a member with financial experience who would be paid an allowance during their membership.

FURTHER RESOLVED that the Clerk contact the Clerk of Carlisle College with a view to possible future collaboration on advertising and recruitment of members.

12/08 MEMBER TRAINING

The Clerk had listed a number of possible training topics in her report. These had been drawn from feedback at the self-assessment day. Members discussed both training subjects and possible methods of providing the training to members to ensure maximum attendance and benefit to all. It was agreed among those present that "twilight" sessions starting at around 5pm would be easier to manage for those members working during the day. It was acknowledged that there was already pressure of time on Corporation meetings. A tour of part or all of the College would be better run in the middle of the day when members would get a better picture of the daily running of the College.

RESOLVED that the Director of Finance and Corporate Services would be asked to present members with a 30 minute session on new funding methodologies prior to the Corporation meeting in September. Subsequent Corporation meetings during the



academic year could also be preceded by 30 min session on other corporate matters. Corporation be asked to approve this proposal and to consider how further training should be presented, with a recommendation from this committee that it may be advantageous to run one or more sessions from 5 – 9pm including a working supper, either as an event on their own or alternatively combined with a Corporation meeting. Once the full Corporation had given its initial response to the proposals, the Clerk would work with the Principal to draw up a training plan for the rest of the year.

13/08 LINK GOVERNORS

At their Away day self-assessment members had expressed a wish to use their skills better to the benefit of the College, with one possibility being the introduction of Link Governors.

RESOLVED that a draft specification and report for this be drawn up by the Clerk for the December committee meeting, in order that the review of Standing Orders and related matters could be dealt with first.

The meeting closed at 5.10 p.m.