

HARLOW COLLEGE FURTHER EDUCATION CORPORATION

SEARCH COMMITTEE

Minutes of the meeting held virtually on Zoom on 12 March 2021

Membership *Eddie Johnson
 *Ray Levy (Chair)
 *Brian Spencer
 *Karen Spencer

*denotes present

In attendance Brian Keane, Harlow Council (agenda item 6 only)
 Ruth Lucas, Head of Governance

1 Apologies for Absence

There were no apologies for absence.

2 Membership of the Committee and Election of Chair

The Committee noted that Ray Levy had joined the Search Committee and Ray Levy was unanimously elected as Chair of the Committee.

3 Declarations of Interest

E Johnson declared that he is a Harlow District Councillor and an Essex County Councillor

4 Minutes of the Previous Meeting

The minutes of the meeting held on 1 July 2020 were agreed as a true and accurate record of the meeting.

5 Matters Arising from the Minutes

The Search Committee noted that the Corporation had ratified the reappointment of Jon Bouffler and Ray Levy as Governors of Harlow College Further Education Corporation.

6 Meeting with Harlow Council's Governor Nomination

The Search Committee met with Brian Keane, Chief Executive Harlow Council. Introductions were made and Brian Keane was given the opportunity to ask any questions he had about the College and the role of Governor, which covered the College's response to COVID, T-Levels and funding.

Eddie Johnson asked about how conflicts of interest would be managed and Brian Keane responded by saying if there were any conflicts, he would step out from both sides and common sense would prevail.

Brian Keane provided the Committee with some information on his background and

professional career and highlighted the ways in which he believed, as a Governor, he would be able to work closely with the College and the Council and the benefits this would bring to both organisations and the wider community.

Ruth Lucas provided Brian Keane with an overview of governance arrangements at the College and the next steps in terms of appointment to the Corporation.

Brian Keane was thanked for this time and left the meeting.

After a discussion, the Search Committee unanimously agreed to recommend the appointment of Brian Keane to the Corporation at its meeting on 25 March 2021 and to recommend Brian becomes a member of the Audit Committee.

7 Register of Membership

The Search Committee received and considered the register of membership as part of agenda item 8 – Membership of Harlow College Further Education Corporation

8 Membership of Harlow College Further Education Corporation

The Search Committee received and considered the register of membership.

Paul Taylor's term of office expires on 4 April 2021 and the Search Committee unanimously agreed to recommend his reappointment to the Corporation at its meeting being held on 25 March 2021.

Jo Breen's term of office expires on 30 April 2021 and Jo has indicated she does not want to be considered for reappointment. Jo has provided Ruth Lucas with some information on a colleague at Raytheon in Supply Chain Management who has expressed an interest in becoming a Governor. The Search Committee agreed it would be beneficial to have someone from Raytheon on the Corporation and agreed that Ruth Lucas should make contact with the individual and invite them to a meeting with Ray Levy, Karen Spencer and Ruth Lucas.

A discussion was held around whether a representative from Public Health England or the hospital should be considered in the future and the Committee agreed that this should be considered next time a vacancy arises.

Ruth Lucas informed the Search Committee that Chris Chatt's term of office as support staff governor expires on 20 March 2021. There have been two nominations for his successor and a vote is currently taking place. The outcome of the election will be advised at the Corporation meeting on 25 March 2021. Ruth Lucas agreed to write to thank Chris Chatt on behalf of the Corporation.

The Search Committee noted the membership of Harlow College Further Education Corporation.

9 Any Other Business

There were no items of any other business.

10 Date of Future Meeting

To be confirmed.

Key Points From The Meeting For Corporation To Note:

1. Recommendation to appoint Brian Keane

To ratify the appointment of Brian Keane, Chief Executive, Harlow Council.

2. Recommendation to reappoint Paul Taylor

To ratify the reappointment of Paul Taylor.

3. To note Jo Breen's term of office expires on 30 April 2021

Jo Breen's term of office expires on 30 April 2021 and she is not seeking reappointment.

4. To note Chris Chatt's term of office expires on 20 March 2021

Chris Chatt's term of office expires on 20 March 2021 and an election is underway for his successor as support staff governor.