

# HARLOW COLLEGE FURTHER EDUCATION CORPORATION

## SEARCH COMMITTEE

### Minutes of the meeting held at Harlow College at 9am on Thursday 20 October 2022

Membership	Eddie Johnson *Ray Levy *Lily Lin (Chair) *Brian Spencer
*denotes present	*Karen Spencer
In attendance	Edward Whittle, Mindful Education (for part of agenda item 6 only) Ruth Lucas, Head of Governance

#### **1 Election of the Chair**

Lily Lin was unanimously elected as Chair of the Search Committee.

#### **2 Apologies for Absence**

Apologies for absence were received from Eddie Johnson, due to work commitments.

#### **3 Declarations of Interest**

There were no additional declarations of interest.

#### **4 Minutes of the Previous Meeting**

The minutes of the meeting held on 21 June 2022 were agreed as a true and accurate record of the meeting.

#### **5 Matters Arising from the Minutes**

##### **5.1 Membership of Harlow College Further Education Corporation (minute 5 refers)**

Ruth Lucas reported that the potential Governor from an SME has confirmed that due to rapid expansion of his business, he is unable to commit to becoming a Governor. The Search Committee noted that Lily Lin's business is an SME.

#### **6 Membership of Harlow College Further Education Corporation**

The Search Committee received and considered the nomination of Edward Whittle to become a Governor of Harlow College Further Education Corporation and a member of the Resources Committee. Karen Spencer reported that he is the Head of Finance at Mindful Education who provide AAT accountancy qualifications. He would bring a wealth of experience from a finance, resource, business and education perspective. Any conflicts of interests would be managed through the usual processes and procedures, as Mindful Education contracts with the College.

Edward Whittle joined the meeting virtually and introduced himself. He reported he is a chartered accountant by trade and has six years' experience in the education sector. He has attended the College as part of student induction for the AAT courses and has attended sector specific events. He has a good understanding of the current priorities in the sector however would like to learn more about the challenges the College faces and the needs of the students. Karen Spencer reported that the main challenges are finances and financial stability, the rapidly changing curriculum and ensuring it is fit-for-purpose of students and ensuring the College delivers the best possible experience for its students.

The Search Committee agreed to recommend Edward Whittle's appointment to the Corporation for a period of four years to the Corporation and recommend he sits on the Resources Committee.

The Search Committee received and considered the nomination of Stephen Isherwood to become a Governor of Harlow College Further Education Corporation and a member of the Standards and Curriculum Committee. Karen Spencer reported that he is the Chief Executive of the Institute for Student Employers and would bring employer voice to the Corporation. He has a good understanding of the education world and getting good career outcomes for students. He lives in Harlow and has held workshops and visited both Harlow College and Stansted Airport College.

The Search Committee agreed to recommend Stephen Isherwood's appointment to the Corporation for a period of four years to the Corporation and recommend he sits on the Standards and Curriculum Committee.

The Search Committee was informed that Rod Bristow's term of office expires on 1 January 2023 and he has asked to be considered for reappointment. The Search Committee agreed to recommend Rod Bristow's reappointment to the Corporation for a period of four years, stating that he has made a valuable contribution to the Corporation over the last four years.

The Search Committee noted that Eddie Johnson's term of office is due to expire the day before the December Corporation meeting and he is not seeking reappointment. The Search Committee agreed to recommend to the Corporation that Eddie Johnson's term of office be extended by a day to allow him to attend his last Corporation meeting as he has given his apologies to the October Corporation meeting.

The Search Committee was informed that initial discussions have taken place with a Harlow District and Essex County Councillor as a potential replacement for Eddie Johnson.

## **7 Register of Membership**

The Search Committee received and considered the register of membership.

The Search Committee was informed that Brian Keane has retired from Harlow Council therefore his term of office has terminated.

The Search Committee noted that a new teaching Staff Governor has been elected and two new Student Governors have been elected.

A discussion was held around Board diversity, how this is always a consideration when looking to appoint Governors and how this can be addressed further.

The Search Committee noted the register of membership.

## **8 Any Other Business**

Karen Spencer and Ruth Lucas informed the Search Committee that there is now a greater focus of governance, with a changing external context, which includes the external review of governance which is required every three years. The review will look at governance process and procedures and how the Corporation conducts its business.

The Search Committee was reminded that in 2017, the decision was taken to change the Search and Governance Committee to a Search Committee with governance functions being delegated to the Corporation and other Committees.

It was proposed that with the increased scrutiny of governance that the Search Committee reverts back to a Search and Governance Committee. This proposal was unanimously agreed by the Search Committee and a proposal will be taken to the Corporation meeting for ratification.

## **9 Dates of Next Meeting**

To be confirmed.