

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

SEARCH COMMITTEE

Minutes of a Meeting held on Wednesday 23 May 2007 at 3.00pm

Membership:	*Pamela Woolgrove	Chairman
	*Judith Armstrong	Principal
	*Charles Cardiff	
	Vacancy (JP)	
	* denotes Member present	
Quorum:	3 Members required – 3 present, meeting quorate	
In Attendance:	Simon Burrell	Clerk to the Corporation

22. Apologies for Absence

None.

23. Declaration of Interests

There were no declarations of interest made.

24. Minutes of Previous Meetings

The Minutes of the meeting held on 7 February 2007 were confirmed and signed by the Chairman as a correct record.

25. Matters Arising

There were no Matters Arising from the Minutes.

26. Skills Audit 2007

A written report was received and considered. The Clerk took Members through the results of the Skills Audit and highlighted that there were some areas currently not covered by existing Members' skills, the most significant being:

- Media/Arts
- Finance/Funding (insufficient coverage as ideally there is a requirement for two – membership of F&R Committee and Audit Committee)
- Service Industries

It was also noted that there was an 'over population' of Members (7 Members) with engineering skills/connections.

The Principal advised that it was important to consider seeking new members from the service industries, in particular the retail sector, as the College was a CoVE in Retail. She also stressed the importance of trying to seek a potential Member from the media/arts environment bearing in mind the newly combined curriculum grouping and the potential for this area of work to grow.

27. Membership of the Corporation

A written report was received and considered. The Clerk took members through the report.

1. Gifford Batstone (Business Member)

The resignation from the Corporation of Gifford Batstone was noted.

2. Derek Swatton (Business Member)

It was noted that Derek's term of office expired on 31 July 2007. Members referred to the Skills Audit and noted the high number of engineering-related Members (7) currently on the Corporation. Members referred to the skills gaps highlighted in the Skills Audit and stressed the immediate importance of seeking new members from those appropriate skill sectors, especially in finance and retail.

In considering Derek for re-appointment, Members noted that his skill background was engineering, and that with his term of office due to expire on 31 July 2007, it gave the Corporation an opportunity to seek a new Member from one of the skill shortage areas.

It was RESOLVED to RECOMMEND to the CORPORATION that, based on the skills audit, Derek Swatton not be appointed for a second term of office.

The Chairman of the Corporation agreed to meet with Derek prior to the next Corporation meeting to inform him of the recommendation. **ACTION: Chairman of the Corporation**

It was also proposed that Derek would be welcome to continue as a member of the Engineering Advisory Cttee if he wished to.

3. Ron Young (Business Member)

It was noted that Ron's term of office expired on 31 December 2007.

4. Rob Munson (Potential new Member)

Members considered the recent interview (21 May 2007) with Rob Munson, and noted that his background included quality, sector funding, apprenticeships, and the small business sector, and confirmed that Rob should be recommended for appointment as a Business Member (vice Gifford Batstone).

It was RESOLVED to RECOMMEND to the CORPORATION that Rob Munson be appointed as a Business Member for a four year term of office.

5. Stephen Connolly – Centre Director, Festival Place (Potential new Member)

It was noted that the AP Business & Communications had met with Stephen and discussed his potential membership of the Corporation. The Principal and Clerk were due to meet with Stephen in the near future to discuss membership issues in more detail.

ACTION: Principal/Clerk

6. Daphne Milner (Potential new Member)

It was noted that Daphne would be considered formally when a suitable vacancy arose.

7. Barbara Bodem – UK Finance Director, Eli Lilly (Potential new Member)

The Principal advised that she had met recently with Barbara, who had indicated a willingness to be considered for future membership of the Corporation, when issues relating to the College's interest in land acquisition had been resolved.

28. Any Other Business

There were no items of Any Other Business discussed.

29. Date of Next Meeting

27 June 2007