

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

SEARCH COMMITTEE

MINUTES OF A MEETING HELD ON WEDNESDAY 10 JUNE 2026

Membership (5):	*	Pamela Woolgrove	External Member	Chair
	*	Steve Fussey	External Member	
	*	Lorraine Heath	Principal	
		Mike Howe	External Member	
		Vacancy (AL)	External Member	
Quorum:		3 Members required	3 present	Meeting quorate
In Attendance:	*	Simon Burrell	Clerk to the Corporation (Clerk)	
Present at Meeting:	*			

PART 1 – NON-CONFIDENTIAL MATTERS

(4.00pm)		ACTION
379.	APOLOGIES Mike Howe.	
380.	ELECTION OF CHAIR OF THE SEARCH COMMITTEE The Clerk called for nominations for Chair of the Search Committee. One nomination was received. It was RESOLVED that Pamela Woolgrove be elected Chair of the Search Committee for a two-year term of office (Proposed by Steve Fussey, Seconded by Lorraine Heath)	
381.	DECLARATION OF INTERESTS There were no declarations of interest made.	
382.	MINUTES OF THE PREVIOUS MEETING The Minutes of the meeting held on 24 November 2025 were confirmed as a correct record and were signed by the Chair.	
383.	MATTERS ARISING FROM THE MINUTES There were no Matters Arising discussed that were not due be considered elsewhere at the meeting.	

384.	MEMBERSHIP OF THE CORPORATION A written report was received and considered. 1. Resignation from the Corporation The resignation of Caroline Baker from the Corporation was noted. 2. Current Vacancies It was noted that there were two External Member vacancies on the Corporation (vice Caroline Baker and Dave Murray). 3. Re-appointment of Current Members The current Term of Office for Mike Howe was due to expire on 31 July 2026. The Search Ctte considered the appointment of Mike for a further Term of Office. It was noted that Mike was an extremely active Member of the Corporation, dedicated a large amount of time to his role as Chair, was very engaged in a wide range of activities and duties on behalf of the Corporation and the College. Mike was also very active in representing the Corporation at external functions and with stakeholders. The Search Ctte also noted the need to maintain stability within the senior hierarchy of the College following recent changes in the senior leadership team, and a change of Vice Chair of the Corporation due in July 2026. It was RESOLVED to RECOMMEND to the CORPORATION that Mike Howe be re-appointed for a further four-year Term of Office commencing 1 August 2026. (Proposed by Steve Fussey, Seconded by Pamela Woolgrove) 4. Vice Chair of the Corporation It was noted that Steve Fussey had advised that he would be standing down as Vice Chair of the Corporation at its next meeting (July 2026). Steve would be continuing as Chair of the Curriculum & Quality Ctte. The Clerk had emailed all Members advising of Steve's decision. A formal election for Vice Chair would be undertaken at the next meeting of the Corporation. 5. Potential New Members/Future Skills Needs The Search Ctte reviewed the schedule of possible skills requirements and re-affirmed the need to seek new members with audit/risk management experience and someone from a local provider school or HE provider. 6. Terms of Office It was noted that Charles Cardiff's current Term of Office was due to expire on 31 December 2026.	Corp Clerk
385.	COMMITTEE MEMBERSHIP 2026/27 A schedule of the proposed membership of the Committees was received, considered and agreed. It was noted that Tia Harris-Austen (Staff Member) had not yet been allocated to a committee.	

385. (cont)	The Search Ctte considered options and proposed that Tia be appointed to the Finance & Resources Ctte.	
386.	STANDING ORDERS OF THE CORPORATION A written report was received and considered. The Clerk advised that he had reviewed the Standing Orders and had updated them accordingly (minor changes highlighted in red font). It was RESOLVED that the updated Standing Orders be approved.	
387.	SEARCH COMMITTEE TERMS OF REFERENCE The Search Committee's Terms of Reference were reviewed. It was noted that they were 'fit for purpose' and that no changes were proposed for the Corporation's approval.	
388.	DATE OF FUTURE MEETINGS <i>[Meetings commence at 4.00pm unless stated]</i> Wednesday 25 November 2026 Wednesday 3 March 2027 Wednesday 16 June 2027	
(4.28pm)	Meeting closed	

Confirmed as a Correct record:		25 Nov 2026
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