

**Minutes of the Search Committee Meeting held on Monday 8 March 2010 at 5.45 pm in  
the Principal's Office**

**Members Present:**

Evelyn Hicks: Corporation Member  
Kevin Howes: Corporation Member  
Bob Mee: Chair/Corporation Member  
Gwen Parsons: Principal  
Richard Perkins: Vice-Chair of Corporation  
Sarah Smith: Corporation Member

**In attendance:**

Charles Reynolds: Clerk to the Corporation

**Apologies for Absence**

All members were present.

**1. Disclosures of Interest**

There were no disclosures relevant to the agenda items.

**2 Minutes of the Previous Meeting**

The minutes of the Search Committee Meeting held on Monday 2 November 2009 were agreed to be a correct record and signed by the Chair subject to the following amendments.

Page 3, second paragraph and fourth and fifth lines "Bruce Provin" to read "Bruce Provan" and "Paul Mobbs" to read "Paul Moss".

**3 Matters Arising**

**3.1) Corporation Vacancies (previous agenda item 4.3)**

The Chair advised that no developments had occurred following his contact with Dr Sushil Jathana, the new Chief Executive of Great Yarmouth and Waveney PCT.

The Clerk also advised that despite numerous attempts to make contact, nothing had developed regarding Yvonne Mason. As a consequence and as instructed he had contacted Stephen Archer at Waveney District Council who had expressed a level of interest that was being pursued further but was at the very early stages.

**4 Membership Issues**

**4.1) Membership Profile and Skills Audit**

The Clerk referred members to the meeting paper and specifically the two appendices which provided the outcome of the most recent skills audit and a profile of Corporation membership compared with the communities served by the College.

**Action**

The skills audit identified gaps in members with local authority and media/arts backgrounds. The profile data indicated an issue with gender mix, especially as the most recent resignations had been from women members, and age where there was a shortage of younger members. It was agreed these factors should be considered when dealing with the next agenda item.

#### **4.2) Membership Resignations and Current Vacancies – to determine a plan of action**

The Clerk confirmed that currently there were 3 vacancies, all skill based members that an election process was underway with respect to the two staff members whose term of office ended on 31 March 2010. He also asked for clarification with regard to the Jane Hore situation stressing the need to take action. On this last point and following recent contact with her, the Chair confirmed that Jane Hore had resigned from membership. This therefore meant there were four vacancies.

The Clerk advised he had made further contact with Erika Spring (Spring Marketing), who had again thanked Corporation but confirmed her unavailability that a further contact had been made with Stephen Rose (Scottish and Southern Energy Wind Generation) who had expressed an interest which was being followed up on 25 March 2010, and that informal discussions were taking place, jointly with Anne Swietlik, with a Mrs Josie Dixon to see if membership was of interest.

Members thanked the Clerk for this update but noted with reference to the previous agenda item that these developments did not address the gender issue identified as a concern.

Following discussion it was identified that possible useful new members could be Deanna Law and Sue Allen. Both had a local government background, had had dealings with the College in the past and could serve the College well. The Clerk was asked to make the initial contacts and Richard Perkins agreed to provide the necessary details for this to happen.

**Richard  
Perkins**

#### **5 Any other Business**

There were no items of any other business.

#### **6 Date and time of next meeting**

To be advised.