

Minutes of the Special Meeting of the Search Committee held on Friday 28 May 2021 at 11.30am in the College

Present: Mike Hill (Principal)

Oliver Maddock (Chair)

Michael Martin

In attendance: Ruth Potter (Clerk)

The Chair welcomed all attendees to this special meeting which had been called at short notice in order to deal with an urgent piece of business.

1. DECLARATIONS OF INTEREST

Attendees were invited to declare whether they had any direct or indirect personal, prejudicial or pecuniary interest or conflict of interest in any matter which formed the subject of this meeting or was likely to be discussed at this meeting. No new interests were declared other than those which were already recorded on the College's register of interests.

The declarations of interest were **noted** by the Committee.

2. RESIGNATION OF FOUNDATION GOVERNOR AND CHAIR OF GOVERNORS WITH IMMEDIATE EFFECT

Paul Rooney, Foundation Governor and Chair of Governors, had given written notice to the Clerk, Principal and Vice Chair of Governors on 26 May 2021 that due to his circumstances he had to stand down from all his duties on the board with immediate effect. This special meeting of the Search Committee had been convened in order to discuss the implications of the Chair's resignation and agree the immediate next steps.

The Clerk reported that she had consulted the Instrument and Articles of Government on this issue and clause 8(1) of the Instrument of Government required Foundation Governors to give written notice of their resignation to the Bishop.

It was agreed that the Vice Chair of Governors would write to Paul Rooney to express the College's thanks for his years of service on the board and to check whether written notice had already been given to the Bishop. The Vice Chair would report back to Committee whereupon, if notice had not been given to the Bishop, the Clerk would write to the Archdiocese to apprise them of the situation.

ACTION – Vice Chair of Governors to write to Paul Rooney and report back to Committee.

Discussion ensued as to who else formal notice of the Chair's resignation should be tendered and it was agreed that Sue Ritson at the ESFA should be notified.

ACTION – Clerk to notify Sue Ritson at the ESFA of the Chair's resignation.

The Committee discussed contingency arrangements for chairing the governing body until a formal election process could take place at the June FGB meeting. It was **noted** that the Vice Chair would take up the role of Acting Chair for an interim period until a new Chair had been formally elected by the governing body.

The Committee discussed the topic of Foundation Governor recruitment and the actions that had been taken since the Search Committee meeting held on Monday 24 May 2021.

The Principal reported an expression of interest in the role from Helen Stevenson (who had previously served on the college's governing body as a Foundation Governor). It was confirmed that Helen was interested in re-joining the board and the Committee considered Helen's professional background and experience.

The Committee **noted** Helen's expression of interest in the role and **recommended** her appointment as Foundation governor to FGB, subject to Archdiocesan approval and DBS clearance.

It was further **agreed** that given the tight timescales, Archdiocesan approval would be sought in principle as soon as possible so that the recommendation to appoint could be considered in the fullness of this information by FGB at its meeting on 29 June 2021.

ACTION – Clerk to arrange for Foundation Governor application form and other relevant governance documents to be issued to Helen Stevenson.

The Committee agreed that the Clerk would circulate an email to all governing body members to notify them of Paul Rooney's resignation with immediate effect and update them on progress with Foundation Governor recruitment as well as parent, student and staff governor elections.

ACTION – Clerk to email governing body with update on membership.

3. ANY OTHER BUSINESS

This being a specially convened emergency meeting, there were no other items of business.

The Chair thanked everyone for their attendance and contribution at the meeting and closed the meeting at 12.05pm.

| Signed by the Chair | Ollie Maddock | |
|---------------------|-----------------|--|
| <u> </u> | | |
| On this day | 18 October 2021 | |