

MINUTES OF A SPECIAL MEETING OF THE SEARCH COMMITTEE
HELD ON WEDNESDAY 25 MARCH 2009 AT 5.00pm

PRESENT:

Carol Parkinson – Chair
Anne Adams
Geoff Hall

IN ATTENDANCE:

Claire Kay – Clerk to the Corporation

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mike Storey.

2. DECLARATIONS OF PERSONAL INTEREST IN AGENDA ITEMS

There were no personal interests declared.

3. RECRUITMENT AND APPOINTMENT OF MEMBERS

The Clerk outlined the details of the recent appointment process and interviews. Members noted that 6 applicants had been interviewed. Candidates 1,2 and 3 on 11 March 2009 by Carol Parkinson and Geoff Hall and candidates 4,5 and 6 on 18 March 2009 by Carol Parkinson and Anne Adams. The Clerk was also present at both meetings.

The Clerk circulated to members the outcomes of the interviews scoring all six candidates against the selection criteria agreed by the Board and the specific skills mix identified by the Search Committee.

Members considered the information and discussed the applicants. It was agreed to recommend 2 individuals to the Board for appointment based on the skills and experience required by the Search Committee.

Members considered the impact of this recommendation on the diversity profile of the Board. Members noted that a good ethnic mix of applicants had been received but that the skills requirements of the Search Committee had not been met by the BME applicants. Members concluded that further work needed to be undertaken during recruitment campaigns to engage with the ethnic community in relation to specific skills.

Members reviewed the membership terms of office and noted that 2 current members would be leaving the Board in July and 2 current members would be eligible to re-apply for a further term. Further applications had been received and more interviews would be undertaken in anticipation of July.

The Committee recommend to the Corporation to appoint Mr Richard Brackenbury for a term of office of 4 years ended 26 March 2013, to serve on the Finance and Resources Committee and Mr Nigel Hallam for a term of office of 4 years ended 26 March 2013, to serve on the Audit Committee.

4. **CONFIDENTIALITY OF BUSINESS**

There were no other items of business considered confidential.

5. **DATES OF NEXT MEETING:**

The next scheduled meeting was 16 June 2009.

The Chair closed the meeting at 5.15pm

<p>SIGNED: _____</p> <p>DATE: _____</p>
