



## Minutes of the Meeting of the SPECIAL CORPORATION

held in the Boardroom, Fawcett Building  
Willesden Campus  
at 3.30pm on Saturday 16<sup>th</sup> January 2016

**Present:** Jan Knight (Chair)  
Judith Williams (Vice-Chair)  
Andy Cole  
Vineeta Manchanda  
Abdulkadir Mohamed  
Najma Abdinoor  
Donald Palmer

Present [7 Of 13]  
[53%]

Vacancies [0]

**In Attendance:** Fiona Chalk, Clerk to the Corporation  
Ray Shilling, Assistant Principal (Enterprise and Employment)  
Mike Welsh, Vice-Principal (Curriculum, Teaching and Quality)  
Anna Openshaw-Lawrence, Vice-Principal (People and Planning)

### 15/042 A1. APOLOGIES FOR ABSENCE (A1)

Apologies for absence were received from Tracey Connage, Martina Porter, Tony Johnston and Jeff Lee.

### 15/074 A2. DECLARATIONS OF INTEREST (A2)

None.

### 15/075 APPOINTMENT OF CHAIR AND VICE-CHAIR (B1)

Jan Knight advised that she did not want to stand for Chair at the end of her term of office. She nominated Judith Williams as Chair, this was seconded by Vineeta and all voted in favour. Judith Williams nominated Jan Knight as Vice-Chair, this was seconded by Donald Palmer and all voted in favour.

**It was resolved that Judith Williams be Chair and Jan Knight be Vice-Chair with immediate effect (until the first meeting of the next Academic year as per the Standing Orders)**

Judith expressed her thanks on behalf of the Corporation for the time and effort Jan has given as Chair. The Principal echoed his thanks for the support Jan, as Chair, has given him during her time in office.

**15/076 APPOINTMENT OF STAFF GOVERNORS (B2)**

It was noted that 4 members of staff have put themselves forward for the position of staff governor. All the candidates had much to offer and two are being recommended for appointment namely, Berta Miguez-Lorenzo (an ESOL lecturer) and Priscilla Angelique-Page (Head of Learning, Improvement and Standards).

**It was resolved that Berta and Priscilla be appointed to the Board as staff governors.**

**Clerk to Action**

Governors questioned the change in process of appointing staff as previously it has been an election. The Clerk advised that in line with the best practice of open and transparent recruitment and the emphasis by Ofsted and the Code of Good Governance, members need to be appointed on a skills basis. Staff have been consulted on this change in procedure and no issues were raised.

**Clerk to Action**

**15/077 EFFECTIVE GOVERNANCE (B3)**

The Governance Working Party is looking to review the governance structure, whether to remain as a Unitary Board or revert to a committee structure. A report on this will be presented to the Board on 10<sup>th</sup> February. The composition of skills on the Board has changed since the previous review, as has the FE landscape so a review is timely.

**Clerk to Action**

The Chair advised that Paul Butler a NLG will be carrying some further work with the Board on performance and skills and this will be discussed in more detail at the next Board meeting.

**15/078 TO AGREE ANY ITEMS BE DEEMED CONFIDENTIAL ITEM [C1]**

None

**15/079 DATE & TIME OF NEXT MEETING**

Corporation meeting on Wednesday 10<sup>th</sup> February at 4.30 p.m.

Signed: .....

Date:.....