

## Minutes of the Search Committee held on the 9 December 2008

Present: Dr R Dugdale (Chair of the Corporation)  
Mr C Jones (Governor)  
Mr I Gibson (Co-opted Member)  
Ms J McAllister (Principal)

In attendance: J Stott (Clerk)

### **16/08 Declaration of Financial and/or Personal Interest**

There was no declaration of interest

### **17/08 To agree agenda and order of business as circulated**

The agenda and order of business were agreed

### **18/08 To approve the Minutes of the meeting held on 11 September 2008**

The minutes were agreed.

### **19/08 Matters arising**

There were no matters arising

### **20/08 To:**

#### **i) Consider the actions taken to attract prospective members to apply to join the Corporation**

The Clerk explained that with the help of the Deputy Clerk an advert has been sent to Bradford Chamber of Commerce, free email networks (Bradford Council and Bradford Learning Partnerships) and the Network for Black Professionals.

The advert has generated some enquiries and a number of packs have been sent out with one formal application received.

#### **ii) To meet with a prospective new member**

Prior to the applicant arriving the Committee decided the areas (ethos, type of College, equality, diversity, commitment, contribution, skills, experiences etc) that each member will question or impart information on to the applicant.

#### **• Mr Mohammed Arif Awan**

A discussion took place with questions asked and answered by Mr Awan and the Committee. The discussion covered aspects of the work of the College and the Corporation and the background and experiences of Mr Awan.

Following the meeting with Mr Awan, members agreed that his reasons for wanting to join the Corporation and his skills and experience would add greatly to the balance of the membership.

**Members agreed to recommend to the Corporation the appointment of Mohammed Arif Awan as a Member of the Corporation for an initial term of 1 year.**

The Clerk agreed to send to Members with the Minutes of the meeting Mr Awan's application form and supporting statement.

**iii) Consider, if appropriate, the next steps to fill the vacancies**

Following a discussion it was agreed to undertake a targeted mailshot to try and attract a member with experience and skills of finance and accountancy. It was agreed to circulate the vacancy to firms of local accountants and also to Directors of Finance at the major public sector bodies in the district to circulate to their Officers.