HERTFORD REGIONAL COLLEGE CORPORATION
MINUTES OF THE MEETING OF THE SEARCH COMMITTEE
WEDNESDAY 25 MARCH 2026

1. PRELIMINARY PROCEDURAL MATTERS

1.1 Attendance & Apologies for Absence

Membership:	Nick Buckland	(Chair)
	Nick Day	
	Kathryn Hardwidge	
	Tony Medhurst	
Apologies:	Cecilia Mutuma	
	Mary Pooley	
	Jayne Chaplin	(Clerk)

In the absence of the Clerk to the Corporation, the meeting was recorded, and minutes produced by the Clerk from the recording

1.2 Declarations of Interest

None advised

1.3 Minutes of Previous Meetings & Matters Arising

1.3.1 The Minutes of the meeting held on 17 December 2025 were agreed as a correct record and the application of the Chair's signature was authorised.

1.3.2 After observing the implementation of the one action from the last meeting to be scheduled to take effect from the summer 2026, it was confirmed that there were no further matters arising on which to report.

2. ITEMS FOR FORMAL REVIEW OR APPROVAL

2.1 2025/26 Performance – Progress Reports

2.1.1 Board Membership, Recruitment & Succession Planning

After summarising membership and succession planning developments and highlighting the key changes to the refreshed Board Profile:

a. With no current vacancies, members reflected on forthcoming vacancies:

   i. In the current academic year, with the terms of office scheduled to end for:

   - The student members noting confirmation that preparations were in place to secure successors ahead of the end of their term
   - Business members Patience Egbo and Sophia Howard noting that as their first terms of office reappointment could be considered but as a matter of good practice, this should be in the context of any other interest expressed

   ii. During the 2026/27 academic year, with the term of:

   - Business member Cecilia Mutuma scheduled to end autumn term 26 noting as her first term of office, reappointment could be considered although this also should be in the context of any other interest expressed

- The staff members were scheduled to end in Nov 26 and July 27 respectively, confirming that appointed by a process of staff election, arrangements would made at the appropriate time.

b. There was discussion of the Board's overall composition and profile and the impact of forthcoming member departures reflecting on its strengths, depth and balance of capability and experience, notably in the context of and observing:

i. Current and future need to maintain an appropriate balance to:

- Ensure continued fulfilment of its overall responsibilities and strategic leadership for the College to continue to adapt and respond to its communities, local skills needs and national priorities
- Consider the challenges and opportunities presented by the changing political landscape, notably expertise and experience to inform the Board's discussion of the College response to government priorities with its reforms to post-16 education concerning curriculum offer, qualifications and SEND
- Remain sensitive to the uncertainties of and risks within the operating environment and the impact of ongoing economic volatility

Then reflecting on:

iii. Potential areas for further consideration and forthcoming vacancies:

- Acknowledging whilst a Board presence existed, the benefits were recognised in enhancing capability to further broaden insight and discussion of the College response to meeting local community and skills needs, engagement with employers, devolution and local government reform, proposing for and agreeing how this would form the focus for recruitment activity
- As current challenges, opportunities and uncertainties emphasised the importance of the collective expertise, the response of and the increasing demands placed on the Board, in a period of changing external expectations and scrutiny and where members faced competing pressures on their time to commit to role. Reflecting on the forthcoming vacancies and the expertise, experience and contributions of the respective members, it was proposed for conversations in this context to take place with those members coming to the end of their term to explore intentions, plans and any potential options

iv. The need to ensure sufficient flexibility was maintained when reviewing committee memberships:

- Recognising both where duplication on specific committees was to be avoided and the need to revisit memberships ahead of and in preparation for the forthcoming year to ensure an appropriate balance of expertise to optimise perspectives and contributions to discussions
- Noting the expertise brought by co-opted committee members, considering any opportunities for potential for transitions to Board membership and the ways in which contributions to discussions could be further encouraged and enhanced, agreeing committee chairs would have informal discussions in this regard

Following consideration and discussion, it was **RESOLVED** to **RECOMMEND** for the Board to:

v. **NOTE** the current position

2.1.2 Governance Performance & Development: Improvement Plan - 25/26 Priorities

The Plan summarising progress with the implementation of the governance improvement priorities for 25/26 was received.

After observing progress to date to be in line with expectations, the update was noted.

2.2 Strategy & Planning

2.2.1 2026/27 Governance Arrangements

After observing discussions elsewhere on the Agenda (Minute 2.1.1 refers), there was consideration of arrangements for the forthcoming year noting:

a. The action required regarding the governance leadership positions and committee memberships
b. Whilst reviewed to ensure dates continue to align with business requiring formal approval, the calendar presented in draft format

Following consideration and discussion, it was **RESOLVED** to **RECOMMEND** for the Board to:

c. **NOTE** progress to date and action planned regarding arrangements for the forthcoming year

3. ANY OTHER BUSINESS & NEXT MEETING

3.1 Any other business

No other business was raised.

3.2 Dates of Next Meetings

Wednesday 1 July 2026

Signed: **Date: 1 July 2026**

Nick Buckland OBE, Chair of the Corporation