



February 2019 Appointment Panel Minute

10:30 – 11:30, Thursday 7th February 2019

No.	Item	Action items
1.	<u>Procedures</u> <u>Apologies</u> None. <u>Declarations of Interest</u> AW to recuse himself from discussion of AP recruitment candidates due to connection with one of the candidates. WM to recuse himself from the decision-making discussion of the Chair reappointment, but would be available to answer questions from the Panel before he departed.	
2.	<u>Previous Meeting Minute & Matters Arising</u> <u>Minutes</u> The previous minute was agreed. Final para should say “reappointment term” – “term” is missing. Panel went through actions on minute. All actions complete. LH to circulate final TOR after Board approval.	LH to update previous minute LH to circulate TOR

3.	<u>Executive Update</u>	
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IMPRESS, 16-18 New Bridge Street, London, EC4V 6AG

Present: Caroline Instance (Chair), Chris Kenny (phone from 10:53), Walter Merricks, David Robinson (phone), Damian Tambini (phone), Aidan White

Also in attendance: Lee Hall (minute), Jonathan Heawood, Ed Procter

No.	Item	Action items
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CK joined by phone

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4.	<u>Board Chair Re-appointment</u> JH introduced his reappointment timetable paper and reminded that this is a Panel decision, the paper was just to inform the Panel and provide a suggested workable timeframe. WM said that he wanted to do the best for IMPRESS and is happy for his role to be extended for 1 or 2 years. He did not want to hand over to a new Chair at a difficult point where a new strategy wasn't in place. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] CI asked WM whether he would be open to a second extension if he had been reappointed for 1 year. WM said he preferred not to be reappointed in sections and would rather wait until the strategic direction is clearer before the reappointment term is agreed. <i>WM left the meeting</i>	
5.	<u>Appointment Panel Recruitment</u> <i>AW recused himself from this agenda item</i> The Panel agreed that all 3 candidates are good and should be interviewed. The Panel noted that all 3 candidates could be appointed as the maximum membership is 11. The Panel noted that, due to their calibre, these candidates are potential candidates for the Board. The Panel agreed that if after interview the candidates still seemed suitable for the Board, these candidates could be	

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6.	<u>Board Chair Re-appointment</u>	
	The Panel agreed to follow JH's Chair Reappointment Timetable. It was decided to reappoint Walter Merricks now	
No.	Item	Action items
	for an additional year, taking the end of his appointment to October 2020. CK to look into pro bono headhunter support to find a suitable Chair.	CK to look into pro bono support