



July 2021 Appointment Panel Minute

14:00 – 15:30, Friday 16th July 2021, Zoom meeting

Present: Caroline Instance (Chair), Chris Kenny, Walter Merricks, David Robinson, Jean Gray, Paul McFarlane, Damian Tambini

Also in attendance: Angie D'Souza (minute), Ed Procter

No.	Item	Action items
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1.	<u>Procedures</u> <u>Apologies</u> None. The Committee welcomed Angie D’Souza to her first Appointment Panel meeting since joining IMPRESS as the new Business Manager & Company Secretary in May 2021. It was noted that this was Paul McFarlane’s first meeting. <u>Declarations of Interest</u> None. <u>Minute</u> The June 2020 meeting minute was approved. Following the last Appointment Panel meeting in June 2020 an interview panel was formed to see the shortlisted candidates. They produced a draft recommendation which was circulated to all Appointment Panel Members on 7 July 2020. This was supported unanimously. Cordella Bart-Stewart and Debrah Harding were nominated for appointment to the Board and the Board was asked to appoint Paul McFarlane to the Appointment Panel. These appointments were ratified at the Board meeting in July 2020.	
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No.	Item	Action items
2.	<u>Strategy Update</u> EP provided a briefing to the Appointment Panel setting out IMPRESS’ current position and future strategy for 2022-2027 to inform its decision making over the appointment of a new Chair of IMPRESS. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	

3.	New Chair Appointment and NED Succession Planning DR updated the Panel on the current thinking around recruitment of a new Chair for IMPRESS and the benefit from recruiting an additional member to the Board. Discussion followed regarding the skills, attributes and experience required to craft the ideal profile of the new Chair. 	
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[illegible]

Gender	Percentage
Men	85%
Women	75%

Age Group	Percentage of Respondents
18-29	65
30-49	75
50-69	80
70+	85

No.	Item	Action items
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4.	<u>Other Board Appointments</u> The Appointment Panel recommended the reappointment of David Leigh for a further term of three years. WM pointed out that DL is currently the sole journalist on the Board and provides an essential journalist perspective at Board level. The Appointment Panel recommended the reappointment of Andrea Wills for a further term of four years.	AD to circulate the Board Appointment List
5.	<u>Any Other Business</u> CI noted that having reviewed the Terms of Reference for the Appointment Panel, in accordance with section12., there should be a Panel Deputy Chair available to chair meetings in the Chair's absence. CK was nominated to the position.	AD to send PM a copy of the ToR
6.	<u>Next Meeting</u> Set for 10.00 on 21 September 2021	AD to send out Zoom invite to Committee members