



Malvern Hills Trust

Special Meeting of Governance Committee

Tuesday 3 September 2024 at 6.00 pm

**Guesten Suite
Lyttelton Well
Church Road
Malvern WR14 2AY**



Malvern Hills Trust

Special Meeting of Governance Committee

Guesten Suite, Lyttelton Well, Church Street, Malvern WR14 2AY

Tuesday 3 September 2024 at 6.00pm

Members: Richard Bartholomew, David Core, Mark Driscoll, David Fellows, John Michael, Charles Penn and John Raine.

A G E N D A

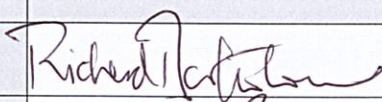
1. Election of Chair
2. Election of Vice-Chair
3. Apologies for absence (Mark Driscoll)
4. Chair's announcements
5. Declaration of Interests
6. Public comments
7. Matters arising from the meetings held on 27 February and 2 May 2024
8. Disciplinary Procedure
 - a. To report final disposal of a complaint
9. Standing Orders
 - a. To consider the recommendation from Staffing Committee that Standing Orders be amended to the effect that members of the public wishing to make a public statement should only be allowed to do so if they submit their statement in advance of the Board or Committee meeting in question.
 - b. To note the requirement for Standing Order 14.9 to be revised to reflect the new practice for committee minutes to be approved by email prior to adoption by the Board.
10. Outstanding Governance Committee Business to be scheduled
 - a. Review of Disciplinary Procedure for Trustees
 - b. Policy Review Schedule
 - c. To consider any issues arising from the Governance changes that may require action by the Governance Committee
11. Urgent Business
12. Date of Next Meeting



Nomination Form: Chair of Governance Committee

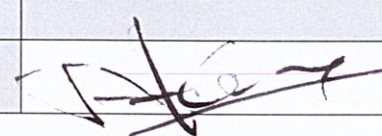
To be completed by nominator and seconder

We, the undersigned wish to nominate DAVID CORE as Chair of Governance Committee **for the remainder of the year 2023/2024**. If the nominee is not elected as Chair, we wish/do not wish* to nominate him as Vice-Chair.

	SIGNATURE	PRINT NAME
NOMINATED BY		R. BALTFOLOMEN
SECONDED BY	Charles Penn	CHARLES PENN

TO BE COMPLETED BY NOMINEE

I agree to be nominated for the role of Chair of Governance Committee. I have read the role description. I understand the responsibilities of the role and have attached a statement in support of my nomination. If I am not elected as Chair, I agree/do not agree* to stand for election as Vice-Chair.

	SIGNATURE	PRINT NAME
NOMINEE		DAVID CORE

Please return by 12 noon on Wednesday 28 August 2024

**Please delete as appropriate*

**Statement in support of nomination to the role of Chair of Governance
Committee**

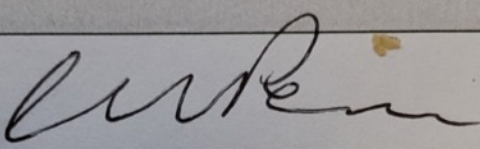
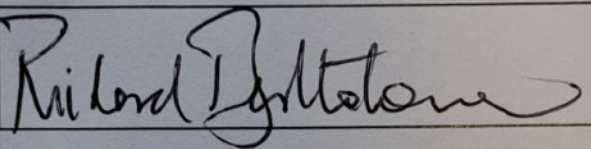
Name: David Core

I have been a trustee since November 2019. Since joining the Board I have been a member of both the Governance and FAR committees, including acting as Chair of FAR for two years, and Vice Chair since last November. In these roles I have been able to develop a good understanding of the Trust's existing governance and management processes. Over time I have built close working relationships with both staff and other trustees and undertaken a number of significant tasks in support of the Board's activities. That includes helping develop the cost benefit analysis for the proposed governance changes and sensitive governance related activities.

Nomination form: Vice-Chair of Governance Committee

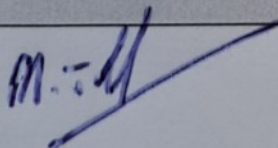
To be completed by nominator and seconder

We, the undersigned wish to nominate MARK DRISCOLL
as Vice-Chair of Governance Committee for the remainder of the year 2023-2024.

	SIGNATURE	PRINT NAME
NOMINATED BY		CHARLES PENA
SECONDED BY		R. BARTHOLOMEW

TO BE COMPLETED BY NOMINEE

I agree to be nominated for the role of Vice-Chair of Governance Committee. I have read the role description. I understand the responsibilities of the role and have attached a statement in support of my nomination.

	SIGNATURE	PRINT NAME
NOMINEE		Mark Driscoll

Please return by 12 noon on Wednesday 28 August 2024

Statement in support of nomination to the role of Vice-Chair of Governance Committee

Name: Mark Driscoll

I am delighted to be able to submit my nomination for the vice chair of the Governance Committee for the Malvern Hills Trust. I have worked in the charity sector for over 30 years having worked for the National Trust, WWF, Forum for the Future and as Director for a Worcestershire based conservation organisation. I therefore have considerable experience of Charity law ensuring compliance of Charity Commission guidance and with best practice. As someone who has lived in Malvern for 25 years, I am committed to the future protection, conservation and enhancement of the Hills and believe best practice governance is key to achieving these goals.

I am committed to supporting and working with staff and trustees to ensure that current governance arrangements are fit for purpose and the Trust complies with relevant legislation. I look forward to supporting the chair to ensure that effective measures, controls and procedures are in place, implemented and monitored.