

Failing this, a formal recruitment campaign would commence as soon as possible with the aim of interviews being held on Tuesday 15 May (to be confirmed);

- that External Governors to next reach the end of their terms of office included Paul Campbell and Andrew McConnell – on 31 December 2018. It was noted that Andrew McConnell had previously indicated his willingness to remain on the Board for another term of office (confirmed here as four years) and take on the role of Chair should this be of benefit to the Board. Paul Campbell confirmed that, should the Board also agree, he would be willing to stay on for an additional year (until December 2019) in the role of Chair, to ensure this period covered the next expected visit by Ofsted. The Committee expressed its gratitude to both these individuals for their ongoing commitment to the College;
- (ii) Committee membership. Vacancies existed on the Remuneration Committee (2) and Search Committee (1). Committee membership had been discussed with Governors during appraisal meetings with the Chair and Vice Chair. Expressions of interest by Governors were balanced against the needs of the Corporation, especially in seeking to ensure that as many External Governors as possible held committee responsibilities;
- (iii) succession planning for the role of Chair and Vice Chair, including the need to identify an individual with the ambition and ability to become Vice Chair in the knowledge that one day they would succeed to the role of Chair. It was noted that following Paul Campbell's offer to stay on until December 2019, this would permit more time for the new Governors to establish themselves before Board leadership roles needed to be agreed.

Resolved

That the committee membership, as detailed in the table below, be recommended to the Board of Governors for approval (new members identified in italic):

Audit Committee (5)

Emma Elvin
Karen Hands
Ian Parsons
Andrew Watts
Tony Williams

Remuneration Committee (4)

Chair of Corporation	Paul Campbell
Vice Chair of Corporation	Andrew McConnell
2 external members	<i>Dmitry Fedotov</i> <i>Eunice Ma</i>

Search Committee (4)

Chair of Corporation	Paul Campbell
Principal	Sam Wright
2 other members	Andrew McConnell <i>Andy Wallhead</i>

7 Review of Governors' and Chair of Governors' Appraisal System and Referred Matters

7.1 Issues considered by Governors included:

- (i) that the appraisal forms for both the Governors and Chair of Governors remained fit for purpose for 2018;
- (ii) feedback from the last Governor appraisal meetings that more time (30 minutes) be allocated for individual Governor appraisal meetings in 2018;
- (iii) referred matters from the appraisal of the Chair of Governors. It was noted that many of the Governors' suggestions related to KPIs and monitoring College performance and that these were being addressed appropriately;
- (iv) agenda setting. It was noted that this would be partially addressed through actions agreed at a meeting held prior to the Search Committee meeting on the format of Board meetings;
- (v) individual Governor Development Plans. These were felt to be a good idea, and that they could be run between the Chair / Vice Chair and individual Governors, but would be best informed through a Governor Skills Audit, Such an audit would also help inform the Governor Development Session scheduled for Tuesday, 1 May. It was agreed the template form would be sent out with February Board papers for Governors to complete.

8 Update on Governor Development

8.1 The Clerk to the Corporation provided an update on Governor development opportunities available in 2017/18 and known take up of events to date.

8.2 Governors noted the range of activities undertaken and made some suggestions for presentation of the information. These would be taken forward by the Clerk.

9 Review of Effectiveness of Meeting and Identification of Emerging Risks

9.1 The risk of the Board not being able to adequately challenge management through insufficient expertise in teaching and learning was noted, with resultant actions agreed to address this risk.

10 Date of Next Meeting

10.1 The date of the next scheduled meeting (Tuesday 13 March) was cancelled. The next meeting date (to be confirmed) would coincide with any interview for individuals with teaching and learning expertise.

Signed..... Date.....