

iv) Register of Members' Interests (Vide Minute S15.55)

The Corporation Secretary informed members that the Board of Governors had been advised that the Search Committee had undertaken a review of the Register of Corporation Members' Interests.

v) Governance Self-Assessment Report Action Plan – Monitoring Report
(Vide Minute S15.56)

Members noted that the Board of Governors had been advised that the Search Committee had been satisfied with the progress that had been made in implementing the Governance Self-Assessment Action Plan.

vi) Framework for the Assessment of Performance of Members of the Board of Governors (Vide Minute S15.51 (i))

The Chairman of the Board of Governors reminded members of his commitment to undertake an assessment of the performance of members of the Board of Governors. The Chairman explained the actions he had taken and the meetings he had planned with members.

Members were also reminded of the process that had been agreed with regard to the evaluation of the performance of the Chairman of the Board. It was intended that arrangements would be made for the evaluation to take place before the end of 2015/16.

The Principal reminded members of the Curriculum Visits day that had taken place in 2015, which had included an overview of the Licence to Observe training. Members agreed that similar events should be planned, particularly in view of the number of new members that had been appointed to the Board.

RESOLVED: that the Principal consider planning further Curriculum Visits days for members of the Board of Governors.

S16.05 Board of Governors – Vacancies/Forthcoming Vacancies/Committee Vacancies

S16.05

The Chairman presented a report detailing vacancies, forthcoming vacancies and committee vacancies.

In response to a query, the Corporation Secretary reminded members that at the meeting of the Board of Governors held on Monday 22nd February 2016 a second Student Member had been appointed. The Student Member would serve as a member of the Learners, Quality and Curriculum Committee.

Members noted that there was currently one Independent Member vacancy on the Board of Governors.

The Chairman of the Board informed members that he had had a discussion with Mr. Johal regarding his membership of the Board. Mr. Johal's current term of office would cease on 31st May 2016. A discussion took place regarding the in-sight that Mr. Johal brought to Board discussions and members were reminded that Mr. Johal was a member of the Black Country Local Enterprise Partnership.

Following a further discussion the Search Committee agreed to recommend to the Board of Governors that Mr. Johal be appointed as an Independent Member on the Board of Governors for a three-year term of office commencing 1st June 2016 and ceasing on 31st May 2019. It was also agreed to recommend to the Board of Governors that Mr. Johal be appointed, for the time being, as second temporary Vice-Chairman and as a member of the Remuneration Committee.

The Chairman of the Board of Governors informed members of an exchange of emails he had had with Mrs. Brook, who was expecting to re-engage with the Board of Governors after Easter 2016. The Chairman would meet with her at that time to update her on the College's current position and sector developments.

Members were also informed of a discussion the Chairman of the Board had had with Mrs. Parker regarding her membership.

A discussion then took place regarding the way in which the Board of Governors was structured, together with the role of its committees. The Principal outlined a number of alternative options that could be considered. It was agreed that further discussions would take place once the Black Country Area Based Review had been concluded.

Members noted that Mr. Uddin's term of office would cease on 31st July 2016. This matter would be considered at next meeting of the Committee.

RESOLVED:

- a) **that the Search Committee recommend to the Board of Governors:-**
 - i) **that Mr. Ninder Johal be appointed as an Independent Member on the Board of Governors for a three-year term of office commencing 1st June 2016 and ceasing on 31st May 2019.**
 - ii) **that Mr. Johal be appointed, for the time being, as second temporary Vice-Chairman of the Board of Governors.**
 - iii) **that Mr. Johal be appointed as a member of the Remuneration Committee with effect from 1st June 2016.**
- b) that further consideration be given to the structure of the Board of Governors once the Black Country Area Based Review had been concluded.
- c) that the report be received.

S16.06 Succession Planning

S16.06

The Chairman of the Board of Governors reminded members that he had informed the Board in July 2015 that he would step down as a member when his current term of office ceased in July 2017. At that time, the Board had acknowledged the importance of identifying a successor to the Chairman and ensuring an effective hand-over period.

A lengthy discussion took place during which the Chairman outlined the time commitment he had given to the role during the last three years. A number of options for the appointment of a new Chairman were considered and it was agreed that the Board of Governors should be reminded of the need to appoint a new Chairman. Members agreed that a new Chairman should be identified by January 2017 in order to allow for an effective hand-over period.

Following discussions, the Principal was asked to prepare a report for consideration at the next meeting of the Search Committee regarding options for appointing a new Chairman, which might include appointing from the current membership, appointing through an external search process and appointing two vice-chairman to actively support the Chairman.

RESOLVED:

- a) **that the Board of Governors be reminded that the Chairman of the Board would step down as a member when his current term of office ceased in July 2017.**

- b) that the Principal prepare a report for consideration at the next meeting of the Search Committee regarding options for appointing a new Chairman.
- c) that the verbal report be received.

S16.07 Half Yearly Training Report 2015/16 S16.07

Members considered a Half-Yearly Training Report relating to 2015/16, which had been requested by the Committee at its previous meeting. Members were reminded of the continuous professional development activities that were undertaken through the circulation of briefings and newsletters from various organisations within the sector.

RESOLVED: that the report be received.

S16.08 Any Other Business S16.08

1. Members' Attendance

The Chairman of the Board of Governors reminded members that he regularly monitored members' attendance at Board and committee meetings and took action where members were not achieving attendance targets. Members were informed of the overall attendance rate for the first half of 2015/16 compared to the full-year attendance rate for 2014/15.

S16.09 Determination of Confidential Items S16.09

The Search Committee agreed that none of its discussions should be minuted confidentially.

RESOLVED: that none of the Committee's discussions be minuted confidentially.

S16.10 Date of Next Meeting S16.10

The next meeting of the Search Committee was scheduled to take place on Monday 27th June 2016, commencing at 3.30 p.m.

The meeting terminated at 4.36 p.m.