



BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD ON
THURSDAY 7th NOVEMBER 2024 AT 5.00 P.M. ROOM 22 (PRINCIPAL'S OFFICE), MAIN BUILDING
CONFIDENTIAL

AGENDA

SECTION 1: ROUTINE AND STANDING ITEMS					
		START TIME	ACTION	PAPER	LEAD
1.1	Apologies for Absence and Welcomes Simon Porges will be chairing the Meeting	5.00	Note	Oral	Clerk
1.2	Minutes of the last meeting held on 4th July 2024	5.02	Approve	Item 1.2	Chair
1.3	Matters Arising	5.05	Discussion	Refer Minutes	Chair
1.4	Declaration of Interests	5.07	Note	Oral	All
1.5	Principal's Update (focus on Academisation) <ul style="list-style-type: none"> Academisation 2024 Academisation 2023 (LINK) 	5.10	Discussion	1.5 LINK	WJB
SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS					
2.1	Membership of Corporation and Committees: Front Sheet a) Forthcoming Resignations, Retirements/End of Current Term of Office and Appointments b) Committee Membership Review and Vacancies c) Co-Chairs of Governors d) Succession Planning Papers/Reference documents: Corporation Membership Front Sheet <ul style="list-style-type: none"> i) Corporation Membership Schedule ii) Committee Membership Schedule iii) Members' Terms of Office Schedule iv) Governor Recruitment and Succession Planning Policy v) Governance Matrix vi) CV for SEND Link Governor vacancy – to follow vii) Co-Chair Blog SFCA September 2024 	5.40	Discussion/ Recommendations	Item 2.1 Pages i) ii) iii) iv) v) vi) vii)	Chair/ LEP
2.2	New AoC Code of Good Governance (COGG) - 2023 <ul style="list-style-type: none"> a. Front sheet b. New Code Evidence template c. New AoC Code of Good Governance (2023) 	5.55	Discussion/ Recommendation	Item 2.2 a) b) c) d)	Chair/LEP

	d. Previous AoC Code of Good Governance (2021) compliance checklist (for reference purposes)				
2.3	Governing Body Self-Assessment Front sheet a) i) Governance Self-Assessment Report (SAR) and ii) action plan including actions from EBR b) Other Governance Self-Assessment: i) Committee Self-Assessment ii) Individual Governor Self-Assessment iii) SLT Feedback c) Co-Chairs and Vice-Chair Performance Review Questionnaire responses d) Co-Chairs 1 to 1s with Governors	6.05	Discussion/ Recommendations	Item 2.3 a) ai) aii) bi) To follow biii) To follow Oral	Chair/LEP
2.4	Risk Register <i>(Risk S2 only is allocated to S&G)</i>	6.20	Approval	Item 2.4	WJB

SECTION 3: CONSENT AGENDA

Matters in this section will be taken as a single agenda item with each proposal being agreed or noted without introduction or discussion. Any Governor wishing to discuss any matter or to dissent from any proposal listed below should if possible, in the first instance clarify any points with the author of the paper. Following this, if the Governor would like further clarification or discussion in the meeting, he/she should let the Chair and Clerk know, preferably in advance of the meeting.

POLICIES AND OTHER DOCUMENTS

3.1	Annual Reviews/Returns/Records 2023-2024 a) Governors – Attendance b) Governors – Skills Analysis Audit c) EDI Governors’ Questionnaires – Responses – DfE/ESFA – Workforce Governor Data Collection for FE and SFCs – submission to DfE d) Governor Training, Governing Link Visits/SARAPs and Governor attendance at College Events e) Confidential Business Review and Procedures f) Corporation and Governors’ Expenses g) Report on College Policies Delegated to Principal h) Meeting Papers’ Record of Pack Size 2023-2024/2022-2023 and review pack/front sheets/links i) S & G Committee Terms of Reference j) Annual Returns Schedule k) Financial Statements – governance statement a	-	Discussion / Note Approve (e)	Item 3.1 a) B & C - To follow di) dii) diii) ei) eii) f) g) h) i) j) k)	Chair/LEP/ WJB (g)
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SECTION 4: OTHER MATTERS

4.1	Any Other Business	6.25	Discussion Approve	Oral 4.1a	Chair
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	a) Calendar of Corporation and Committee Meeting Business				
4.2	Date of Next Meeting – Monday 31st March 2025 at 4.30 p.m. (If required)	<i>6.28</i>	Note	Oral	Chair

c.c.

Members of the Committee:

Kirstin Baker (Co-Chair of Governors and Co-Chair of S & G Committee), William Baldwin (Principal), Jo Davis (Governor and Chair of Audit Committee), Marcus Palmer (Governor and Chair of Resources Committee and Remuneration Committee) Neil Perry (Vice-Chair of Governors), Chris Piper (Co-Chair of Q & C Committee), Simon Porges (Co-Chair of Governors and Co-Chair of S & G Committee), Andrew Wright (Co-Chair of Q & C Committee)

In attendance:

Louise Pennington (Governance Director/Clerk to the Corporation)

Copies for information: SLT