



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE  
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD ON  
MONDAY 26<sup>th</sup> JUNE 2023 AT 5.00 P.M. IN ROOM 20, MAIN BUILDING**

**CONFIDENTIAL  
AGENDA**

<b>SECTION 1: ROUTINE AND STANDING ITEMS</b>					
		<b>START TIME</b>	<b>ACTION</b>	<b>PAPER</b>	<b>LEAD</b>
<b>1.1</b>	<b>Apologies for Absence and Welcomes</b>  Welcomes: Kirstin Baker (external Governor and Co-Chair Designate), Chris Piper/Andrew Wright – new Co-Chairs of Q & C Committee, Vice-Chairs of Committees (Chris Newson)	5.00	Note	Oral	Clerk
<b>1.2</b>	<b>Minutes of the meeting held on 8<sup>th</sup> March 2023</b>	5.01	Approve	Item 1.2	Chair
<b>1.3</b>	<b>Matters Arising</b>	5.03	Discussion	Refer Minutes	Chair
<b>1.4</b>	<b>Declaration of Interests</b>	5.07	Note	Oral	All
<b>SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS</b>					
<b>2.1</b>	<b>Succession Planning Chair/Co-Chairs – Update including Committee membership subject to Chair election outcome</b>  Chair/Co-Chair Role Description and Responsibilities and ways of working/formal agreement  Papers: a) Memorandum of Understanding b) Co-Chairing Model Powerpoint Presentation c) Chair/s, Vice-Chair/s Role Description d) Governor Responsibilities Matrix	5.10	Recommendations	Item 2.1  a) b) c) d)	Chair
<b>2.2</b>	<b>Governor Recruitment and other Membership Matters including:</b>  a) Governor - Current Terms of Office Ending in 2022/2023 i) Student Union (Student Governors) – Election March 2023: TJ Brackman and Mia Harrison ii) End of Current Term: March 2023 – refer item d) b) Resources Committee vacancy (Tom Wolfenden/Mark Snape (Co-opted Member) and Premises Group vacancy c) Audit Committee – vacancy iro Simon Porges (post Chair of Governors’ election). d) Membership of S & G Committee – appoint Q & C Committee Co-Chairs	5.25	Discussion/Recommendations	Item 2.2	Chair/SP/LEP

	<p>e) Membership of Remuneration Committee – appoint Q &amp; C Co-Chairs</p> <p>f) SEND Link Governor – new recommendation from DfE Governance Guide and supported by Q &amp; C Committee 12/6/23 meeting recommendation</p> <p>g) Sally Udeen co-opted Teaching Staff member of Q &amp; C Committee – 1 year sabbatical</p> <p>h) Consider new Governor with EDI expertise</p> <p>Papers:</p> <p>i) Corporation Membership Schedule</p> <p>ii) Committee Membership Schedule</p> <p>iii) Members’ Terms of Office Schedule</p>					<p>i)</p> <p>ii)</p> <p>iii)</p>	
2.3	<p><b>External Board Review – Report</b></p> <p>a) Front Sheet</p> <p>b) External Board Review Report</p>	5.45	Discussion/ Recommendations	Item 2.3	S. Porges/ LEP	<p>a)</p> <p>b)</p>	
2.4	<p><b>Governance Action Plan Update</b></p> <p>a) Front Sheet</p> <p>b) Governance Action Plan Update</p>	6.00	Note	Item 2.4	Chair/ S. Porges/ LEP	<p>a)</p> <p>b)</p>	
2.5	<p><b>New Code of Good Governance</b></p> <p>a) Front Sheet</p> <p>b) New Draft Code</p>	6.15	Discussion	Item 2.5	S. Porges/ Clerk	<p>a)</p> <p>b)</p>	
2.6	<b>Principal’s 360 Review</b>	6:25	Discussion	Item 2.6	SP		
<b>SECTION 3: CONSENT AGENDA</b>							
<p><i>Matters in this section will be taken as a single agenda item with each proposal being agreed 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.</i></p>							
<b>POLICIES AND OTHER DOCUMENTS</b>							
3.1	None	-	-	-	-		
<b>SECTION 4: OTHER MATTERS</b>							
4.1	<p><b>Any Other Business</b></p> <p>a) Pay discussion referred at Corporation March 2023 Meeting</p> <p>b) i) Annual Committee Self-Assessment ii) Annual Review of Committee Terms of Reference</p>	6.30	Discussion/ Recommendations	Item 4.1 Oral	Chair/ Clerk	<p>bi)</p> <p>bii)</p>	
4.2	<b>Date of Next Meeting – TBA</b>	6.50	Note	Oral	Chair		

**C.C.**

**Members of the Committee**

**William Baldwin (Principal), Jo Davis (Governor and Chair of Audit Committee), Marcus Palmer (Governor and Chair of Resources Committee), Neil Perry (Vice-Chair of Governors, Chair of S & G Committee and Remuneration Committee), Simon Porges (Vice-Chair of Governors), Sandra Prail (Chair of Governors), vacancy (Q & C Co Chairs - Chris Piper/Andrew Wright).**

**In attendance**

**Louise Pennington (Governance Director/Clerk to the Corporation) and Kirstin Baker (external Governor and Co-Chair Designate) and Vice-Chairs of Committees (Chris Newson – Resources Committee)**