



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE  
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD  
ON  
MONDAY 31ST MARCH 2025 AT 4.30 P.M. IN ROOM 22, MAIN BUILDING**

**CONFIDENTIAL**

**AGENDA**

SECTION 1: ROUTINE AND STANDING ITEMS					
		START TIME	ACTION	PAPER	LEAD
1.1	Apologies for Absence and Welcomes	4.30	Note	Oral	Clerk
1.2	Minutes of the meeting held on 7 <sup>th</sup> November 2024	4.32	Approve	Item 1.2 Pages 3-8	Chair
1.3	Matters Arising	4.35	Discussion	Refer Minutes	Chair
1.4	Declaration of Interests	4.40	Note	Oral	All
SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS					
2.1	<b>Governor Recruitment and Other Governor Membership Matters</b>  i) Front Sheet ii) Papers a) Corporation Membership Schedule b) Committee Membership Schedule c) Members' Terms of Office Schedule	4.45	Discussion/ Recommendations	Item 2.1  i) Page 9 ii)  a) Page 10 b) Pages 11-12 c) Page 13	Chair/SP/K B/ LEP
2.2	Strategic Planning	5.00	Discussion	Oral	WJB
2.3	Governance SAR Action Plan  a) Front Sheet b) Governance SAR Action Plan	5.10	Note	Item 2.3  a) Page 14 b) Pages 15-16	Chair/ LEP
2.4	Code of Good Governance Compliance Evidence Template  a) Front sheet b) Compliance Document	5.15	Note/Approval	Item 2.4  a) Page 17 b) Pages 18-28	Clerk
SECTION 3: CONSENT AGENDA					
<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</i>					

*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	<b>Annual Governors' Returns – deferred from last meeting</b> a) Front Sheet b) Skills Audit c) EDI d) Individual Governor Self-Assessment e) Chair and Vice-Chair Performance Review	5.20	Discussion/Note	Item 3.1 a) Pages 29-30 b) Pages 31-35 c) Pages 36-39 d) Page 40 e) Page 41	Chair/LEP
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## SECTION 4: OTHER MATTERS

4.1	<b>Any Other Business</b>  a) Update on Chairs/Governors' 1:1s – those outstanding from last meeting's report	5.30	Discussion/ Note	Oral	Chair
4.2	<b>Date of Next Meeting</b>  Thursday 3 <sup>rd</sup> July 2026 at 4.30 p.m.	5.35	Note	Oral	Chair
4.3	<b>Committee Terms of Reference</b>	-	For Reference	Item 4.3 Pages 42-44	-

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) 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