



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE  
MEETING OF THE RESOURCES COMMITTEE TO BE HELD ON  
MONDAY 23rd NOVEMBER 2020 AT 6.00 P.M. – REMOTE MEETING VIA MICROSOFT TEAMS**

## AGENDA

SECTION 1: ROUTINE AND STANDING ITEMS					
		START TIME	ACTION	PAPER	LEAD
1.1	<b>Apologies for Absence and Welcomes</b>  <b>Welcomes:</b> Mick McLean (new Committee Member), Emily Andrews HR Manager (for Termly HR Update item only)	6.00	Note	Oral	Clerk
1.2	<b>Minutes of the meeting held on 22nd June 2020 – main business (non-confidential)</b>	6.02	Approve/ Note	Item 1.2	Chair
1.3	<b>Matters Arising</b>	6.05	Discussion	Item 1.3	Chair
1.4	<b>Declaration of Interests</b>	6.08	Note	Oral	All
1.5	<b>Covid-19 Update</b>	6.10	Discussion	Item 1.5	WJB
SECTION 2: HR AND RELATED MATTERS					
2.1	<b>Termly Update on HR and Related Matters</b>  a) Front Sheet b) Staff Well-being and Absence Report 2020 c) BHASVIC Gender Pay Gap Report up to 31/3/2020 d) BHASVIC Trade Union Facility Time up to 31/3/20	6.25	Note  Note	Item 2.1  a b c  d	EA/JHK  WJB
SECTION 3: RESOURCES AND RELATED MATTERS					
3.1	<b>Annual Report and Financial Statements to 31<sup>st</sup> July 2020, Management Report</b>  b) Audit Findings Report (for information)	6.40	Approve	Item 3.1  b	JHK
3.2	<b>Management Accounts for the three months to 31<sup>st</sup> October 2020</b>	6.50	Note	Item 3.2	JHK
3.3	<b>Condition of Funding Agreement (ESFA) – significant changes only</b>	7.00	Note	Item 3.3	JHK

3.4	<b>Premises Update</b>  REMINDER: All <i>Governors are kept informed about the Progress with the Capital Project via Monthly Updates and Dashboard Summary Reports issued by the Project Manager and uploaded to the VLE with effect from August 2019.</i>	7.05	Note	Item 3.4	SP/WJB/ JHK
3.5	<b>Risk Assurance</b>	7.15	Approve	Item 3.5	WJB
3.6	<b>Digital Link Governor</b>	7.25	Note	Item 3.6	SP/MM
<b>SECTION 4: CONSENT AGENDA</b>					
<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>					
<b>POLICIES AND OTHER DOCUMENTS</b>					
4.1	<b>Health and Safety Annual Update</b>	-	Note	Item 4.1	JHK
4.2	<b>Policies:</b>  <b>Updates to Pay Policy and Anti-Bullying and Harassment Policy</b>	-	Approve	Item 4.2	JHK
<b>SECTION 5: OTHER MATTERS</b>					
5.1	<b>Any Other Business</b>	7.35	Discussion	Oral	Chair
5.2	<b>Date of Next Meeting –Tuesday 9<sup>th</sup> March 2021</b>	7.40	Note	Oral	Chair
<b>SECTION 6: CONFIDENTIAL BUSINESS</b>					
<b><i>NB: STAFF MEMBERS MAY BE ASKED TO LEAVE THE MEETING FOR SOME OF ALL OF THIS PART DEPENDING UPON THE NATURE OF THE CONFIDENTIAL BUSINESS</i></b>					
6.1	<b>Confidential Minutes from the Last Meeting 22<sup>nd</sup> June 2019</b>	7.42	Approve	Item 6.1	Chair
6.2	<b>Matters Arising</b>	7.45	Note	-	Chair
6.5	<b>Any Other Business (Confidential Matters)</b>	7.50	Note	Oral	Chair

**Members of the Committee:** William Baldwin (Principal), Julia Holgate Turner (Governor – Support Staff), Mick McLean (Governor), Chris Newson (Governor), Marcus Palmer (Governor and Chair of Resources), Sandra Prail (Chair of Corporation), Mark Snape (Co-opted Committee Member), Tom Wolfenden (Vice-Chair of Corporation)

**In attendance:** Neil Perry (Vice-Chair of Corporation and Lead HR Governor), Alison Cousens (Assistant Principal (Student Services Director), Jutta Knapp (Assistant Principal), Louise Pennington (Governance Director/Clerk to the Corporation), Emily Andrews (HR Manager) – for HR Matters

**cc:** James Moncrieff (Deputy Principal), Alison Cousens (Assistant Principal).