



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD ON
MONDAY 14th MARCH 2022 AT 5.00 P.M. IN ROOM 538, ELMS BUILDING (top floor)
CONFIDENTIAL**

AGENDA

SECTION 1: ROUTINE AND STANDING ITEMS					
		START TIME	ACTION	PAPER	LEAD
1.1	Apologies for Absence and Welcomes Welcomes: Deputy Committee Chairs and SLT	<i>5.00</i>	Note	Oral	Clerk
1.2	Minutes of the meeting held on 11th October 2021	<i>5.01</i>	Approve	Item 1.2	Chair
1.3	Matters Arising	<i>5.03</i>	Discussion	Refer Minutes	Chair
1.4	Declaration of Interests	<i>5.10</i>	Note	Oral	All
SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS					
2.1	<p>Governor Recruitment and Other Membership Matters including:</p> <p>a) Governor - Current Terms of Office Ending in 2021/2022</p> <p>i) Student Union (Student Governors) – Election March 2022</p> <p>ii) End of Current Term: March 2022: Phil Anderson (Governor – external)</p> <p>iii) Staff Governor (Support category) – end of office (Julia Holgate Turner) and election process</p> <p>b) Audit Committee vacancy – co-opted Member</p> <p>c) Succession Planning – Chair (Sandra Prail) and Vice-Chair of Governors (Tom Wolfenden)</p> <p>d) Deputy Chair of Resources Committee – recommend to Corporation</p> <p>Papers:</p> <p>a) Governor Recruitment Paper – SP</p> <p>b) Corporation Membership Schedule</p> <p>c) Committee Membership Schedule</p> <p>d) Members’ Terms of Office Schedule</p>	<i>5.12</i>	Discussion/ Recommendations	Item 2.1	Chair/SP/ LEP

2.2	Corporation Meeting Papers – pack size Papers: a) Main meeting paper b) record of pack size per Corporation and Committee Meetings 2019/2020 and 2020/2021 c) Timeline for Meeting papers and Meetings – remained of current academic year d) Current Calendar of business	5.30	Discussion/ Recommendations	Item 2.2	Chair
2.3	Disclosure of Interests	5.45	Discussion/ Recommendations	Item 2.3	SP/LEP
2.4	External Board Review	6.00	Discussion/ Recommendations	Item 2.4	SP
2.5	Code of Good Governance – Progress Report on outstanding actions	6.10	Note	Item 2.5	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 like further clarification or discussion in the meeting, he/she should let the Chair and Clerk know, preferably in advance of the meeting.</i>					
POLICIES AND OTHER DOCUMENTS					
3.1	a) Governor Recruitment and Succession Planning Policy – review/update b) Sustainability Link Governor Role Description c) Careers Lead Governor Role Description	6.20	Discussion/ Approval	Item 3.1a Item 3.1b Item 3.1c	Chair/LEP
SECTION 4: OTHER MATTERS					
4.1	Any Other Business a) Committee Terms of Reference b) College E Mail addresses	6.30	For Reference Purposes Discussion	Item 4.1a Oral	Clerk Chair
4.2	Date of Next Meeting Monday 27 th June 2022 at 5.00 p.m. – if required	6.35	Note	Oral	Chair

c.c.

Members of the Committee

William Baldwin (Principal), Jo Davis (Governor and Chair of Audit Committee), Gillian Hampden-Thompson (Governor and Chair of Q & C Committee), Marcus Palmer (Governor and Chair of Resources Committee), Neil Perry (Vice-Chair of Governors, Chair of S & G Committee and Remuneration Committee), Sandra Prail (Chair of Governors), Tom Wolfenden (Vice-Chair of Governors)

In attendance

Deputy Committee Chairs – Chris Piper, Simon Porges and Chris Newson

SLT: James Moncrieff (Deputy Principal), Jutta Knapp (Assistant Principal) and Alison Cousens (Assistant Principal)

Louise Pennington (Governance Director/Clerk to the Corporation)