



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD ON
MONDAY 27th JUNE 2022 AT 5.00 P.M. IN ROOM 20, MAIN BUILDING
CONFIDENTIAL**

AGENDA

| SECTION 1: ROUTINE AND STANDING ITEMS | | | | | |
|---|---|-------------------|--------------------------------|---|---------------|
| | | START TIME | ACTION | PAPER | LEAD |
| 1.1 | Apologies for Absence and Welcomes | <i>5.00</i> | Note | Oral | Clerk |
| 1.2 | Minutes of the meeting held on 14th March 2022 | <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>5.05</i> | Note | Oral | All |
| SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS | | | | | |
| 2.1 | Governor Membership Matters including: a) Succession – Chair and Vice-Chair/s of Governors: i) Outcomes and appointment recommendations from Governors/Chair Designate advertising ii) Board Review Plan, timetable and Preparation b) Election/Appoint of 2 New Student Governors – Ava Peevers and Raphaella Badua c) Staff Governor (Support category) – election/appointment – Jo Usher d) External Governor – 1 vacancy (Philip Anderson) e) Vacancies on Audit Committee – 1 Governor and 1 Co-Opted Member (Philip Anderson/Mohammed Ahmed) Papers: 1) Corporation Membership Schedule 2) Committee Membership Schedule 3) Members’ Terms of Office Schedule | <i>5.07</i> | Discussion/ Recommendations | Item 2.1 2.1ai Oral 2.1aii Oral And Refer 2.7 Oral Oral Oral | NP/SP/ LEP |
| 2.2 | AoC Code of Good Governance Progress update Front sheet Updated Action Plan | <i>5.35</i> | Note | Item 2.2 a) b) | LEP |

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| 2.3 | Disclosure of Interests – Andrew Wright - tender process/ annual contract renewal for recommendation to Corporation for approval | 5.40 | Approve/ Recommendations | Item 2.3 | SLT |
| 2.4 | Review of Governors’ Annual Skills Audit Form Front sheet Existing template Proposed New template | 5.50 | Discussion/ approve | Item 2.4 a) b) c) | SP/LEP |
| 2.5 | Chair and Vice-Chairs’ Appraisal and questionnaire | 6.00 | Note | Oral | SP/NP |
| 2.6 | Update on Skills Bill including Local Skills Improvement Plans (LSIPs) and Strategic Development Fund (SDFs) | 6.10 | Discussion/ approvals | Item 2.6 a) b) | WJB |
| 2.7 | External Board Review (EBR) Update (and reference to Governance Self-Assessment Report (SAR)) | 6.25 | Discussion/ approval | Item 2.7 | SP |

SECTION 3: CONSENT AGENDA

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.

POLICIES AND OTHER DOCUMENTS

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| 3.1 | Governor Recruitment and Succession Planning Policy and Procedures – final update | - | Approve | Item 3.1 | LEP |
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SECTION 4: OTHER MATTERS

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| 4.1 | Any Other Business a) Committee Annual Self-Assessment and Review of Terms of Reference | 6.40 | Discussion/ Recommendations | Item 4.1 a)i a)ii | Chair/ Principal |
| 4.2 | Date of Next Meeting – to be agreed | 6.45 | 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

Louise Pennington (Governance Director/Clerk to the Corporation)

Copies for information: SLT