

## BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE

### MINUTES OF THE SPECIAL MEETING OF THE CORPORATION HELD ON TUESDAY 25<sup>TH</sup> FEBRUARY 2020 AT 6.00 P.M. IN ROOM 413/414, COPPER BUILDING

Present: William Baldwin (Principal), Jo Davis (Governor), Ben Franklin (Governor – Student), Gillian Hampden-Thompson (Governor), Julia Holgate Turner (Governor – Support Staff), Neil Jones (Governor – Teaching Staff), Mick McLean (Governor), John MacLeod (Governor – Student), Lynn O’Meara (Governor), Chris Newson (Governor), Marcus Palmer (Governor), Neil Perry (Vice-Chair of Governors), Jo Redfern (Governor), Sandra Prail (Chair of Governors)

In attendance: Alison Cousens (Assistant Principal), Jutta Knapp (Assistant Principal), James Moncrieff (Deputy Principal), Louise Pennington (Clerk)

The meeting was quorate.

Note: *Questions and Comments from Governors have been included in bold italics for ease of identification.*

#### SECTION 1: ROUTINE AND STANDING ITEMS

##### 1.1 Apologies and Welcomes

Apologies : Phil Anderson (Governor), Louise Askew (Parent Governor), Amanda Law (Parent Governor), Chris Piper (Governor), Tom Wolfenden (Vice-Chair of Governors)

##### 1.2 Membership Matters

The following appointments/reappointments were endorsed by the Corporation and reference was made to the recommendations of the Search and Governance Committee, held earlier in the evening.

- a) Marcus Palmer to join Premises Group when he has taken over the Chair of Resources Committee.
- b) Prospective new member – subject to a satisfactory meeting with the potential candidate, to join the Audit Committee as a co-opted Member.
- c) Re appoint Sandra Prail as member from July 2020, when her current term ends, noting that the Search and Governance Committee had also agreed to investigate a succession plan.

##### 1.3 Minutes of the Meeting held on 9<sup>th</sup> December 2019

The minutes were approved by the Corporation and the Chair authorised to sign them as a correct record of the meeting. **ACTION: Louise Pennington**

##### 1.4 Matters Arising

The Committee noted that all the items on the schedule had been completed or would be completed in due course. Governors were encouraged to view the SFCA webinars and to inform Louise Pennington for our training records. Those Governors who had viewed sessions reported positively about content and accessibility.

##### 1.5 Declaration of Interest

None.

#### SECTION 2: STRATEGIC ITEMS – No Items

Sandra Prail reported on the discussions and recommendations made at the earlier Search and Governance Committee meeting and it was agreed that a Strategy event should be held in the second half of April and that a Doodle Poll of dates/times would be circulated to all Governors in due course. **ACTION: Louise Pennington**

#### SECTION 3: QUALITY AND CURRICULUM ITEMS

No Items.

**SECTION 4: RESOURCES/AUDIT/INTERNAL ASSURANCE ITEMS**

**4.1 Integrated Finance Model for Colleges (IFMC)**

Following discussions and recommendations made earlier in the evening during the Resources Committee at which all Corporation Members were in attendance, it was resolved to approve the figures included in the IFMC. **ACTION: Jutta Knapp**

**SECTION 5: GOVERNANCE ITEMS**

Refer items within Search and Governance Committee minutes (to follow)/business and Membership Matters item 1.2. Sandra Prail gave a brief update on feedback received from Governors who had attended the SARAP meetings in October 2019, explaining that all Governors would be encouraged to attend at least one SARAP and to assist this, dates/times would be issued as early as possible.

**SECTION 6: CONSENT AGENDA**

There were no items to be considered within the Consent Agenda.

**POLICIES AND OTHER DOCUMENTS**

**6.1 Policies - None**

**SECTION 7: OTHER MATTERS**

**7.1 Any Other Business**

**7.2 Date of Next Meeting**

**MONDAY 23<sup>rd</sup> March 2020 at 6.00 p.m.**

**SECTION 8: CONFIDENTIAL BUSINESS**

- a) Corporation 9<sup>th</sup> December 2019 – approved.

CHAIR.....

Date.....