

BARTON PEVERIL SIXTH FORM COLLEGE
Search and Governance Committee
Minutes of Meeting held on
Tuesday, 11 October 2016 at 6.25 pm

Present:

Prof R Brown (Chair)
Mr D Blenkarn
Mrs K Everett
Mr A Jackman
Mr J Prest

In attendance:

Mrs J Miles (Clerk and PA to the Senior Leadership Team)

Apologies:

Mrs S Anderson

Absent:

None

| | | Action |
|--------------|---|---------------|
| 232 | Declaration of Interests No member of the Committee had anything to declare relating to the items on the agenda. | |
| 233 | Equality and Diversity Issues arising from the agenda The Chair reminded members to remember Equality and Diversity issues when considering items on the meeting's agenda. | |
| 234 | Election of the Chair The Chair left the room for a few moments. Prof Brown was unanimously re-elected and returned to resume the Chair. | |
| 235 | Minutes | |
| 235.1 | The Minutes of the meeting held on Monday, 6 June 2016 , were approved and duly signed by the Chair. | |
| 235.2 | Matters arising from the minutes had all been actioned. | |
| 235.3 | Enquiries had been made regarding questions about Academisation and it was confirmed that: 1 the Members of any new Academy would be appointed by the College Corporation Governors 2 the recommended number of Members was a minimum of three with a maximum | |

of five

235.4 The updated Action Points sheet would be kept with the Committee papers.

236 Corporation and Committee Membership

236.1 Annual Report on Attendance

Members reviewed the Clerk's report on attendance and agreed that attendance overall was very good.

236.2 Membership Review

The Clerk presented the review paper and members considered Corporation membership. The terms of office of Prof Roger Brown and Dr David Robinson were due to end in March. Prof Brown was coming to the end of his second term. Dr Robinson had confirmed that he was willing to serve a second term. Due to the timing the decision paper would be presented at the December Corporation meeting.

Agreed Actions

Members unanimously agreed to recommend a second term of office for Dr Robinson to Corporation

Clerk

236.3 It had previously been agreed that if the College were to become an Academy, the current Chair's experience would have been invaluable in the first year of transition. However, with the recommendation from the Strategic Advisory Group that the College should remain an independent Sixth Form College it was agreed that there was no exceptional circumstance to vary the current Chair's term. It was agreed to trigger the Chair Recruitment Policy and make this known to all Governors. The Chair offered to answer any questions from Governors who might be interested in standing for the role when his term of office ended in March. A proposed timeline for the recruitment of the next Chair was tabled.

236.4 Discussion on composition and skills mix

Members considered that the current skills mix and it was noted that, with the departure of Miss Eason, there was a loss of experience of working with young people and mental health issues.

Agreed Action

Mr Jackman would try to find a suitably qualified person through his contacts

AJ

236.5 Training Activity Report

Members noted the content of the Training Activity Report.

236.6 Appointment of the Vice Chair, December 2016

Mrs Everett was willing to continue in the role of Vice Chair. Members would be asked for any further nominations before the December Corporation meeting.

Clerk

237 Feedback from the Strategic Advisory Group meeting

All Members had been present at the Strategic Advisory Group meeting and no further discussion was needed.

238 Academisation

No further discussion was needed on this subject.

239 Review of Governance Policies

Governor CRB Checks and Disclosures

The Clerk had revised the Checks and Disclosures Policy and Procedure to take into account the new practice of not revealing the details of any offence to those requesting the check. Members agreed that the Clerk should discuss any disclosure with the candidate and consider the response with the Human Resources Manager (HRM). The Search and Governance Committee would determine whether the response was satisfactory, with the advice of the HRM.

Agreed Action

Members agreed to recommend the proposed changes to Corporation for approval

Clerk

240 Corporation Chairs' Committee

The recently calendared Chairs' Committee meeting had been cancelled as two Chairs were unable to attend. It was felt that the timing of the meeting might have proved difficult for working Governors.

Agreed Action

The Chairs' meeting for the Academic Year 2017-2018 would be calendared as an evening meeting with a 5.30 pm start time rather than a daytime meeting

Clerk

241 Committee Business

There was none.

242 Standing Items

Chair Succession Review

This item had been covered earlier in the meeting.

243 Information Exchange

The Clerk reminded members of the forthcoming Governors' Visits week. Members found the format of the previous visit (attending lessons with a Director of Curriculum and attending a departmental staff meeting) to be very useful.

Agreed Action

An e-mail would be circulated to advise members of the arrangements, including time slots for departmental meetings

Clerk

244 *Date and time of next meeting: Monday, 30 January 2017 at 5.30 pm in the Conference Room*

The meeting closed at 6.52 pm.