



*Inspiring learning, developing character, building futures*

## **The Blackpool Sixth Form College**

### **A Guide to the Corporation**

1. The **Chair** is **Ms Wendy Middlemas**
2. **The College's Instrument & Articles of Government lays down The Composition of the Governing Body.** This legal document incorporates the College as a legal entity and defines what the Governing Body and the College may do.

*The Instrument* and the Corporation's own *Standing Orders* define the constitution as being:

- ⇒ 10 Non-Executive Directors
- ⇒ 2 Staff Non-Executive Directors, (1 elected by teaching staff & 1 by the support staff)
- ⇒ 1 (elected) Parent Non-Executive Director
- ⇒ 2 (elected) Student Non-Executive Directors
- ⇒ The Principal is ex-officio

### **3. What are they responsible for?**

- (a) The determination and periodic review of the educational character and mission of the institution and the oversight of its activities;
- (b) Publishing arrangements for obtaining the views of staff and students on the determination and periodic review of the educational character and mission of the institution and the oversight of its activities;
- (c) Approving the quality strategy of the institution;
- (d) The effective and efficient use of resources, the solvency of the institution and the Corporation and safeguarding their assets;
- (e) Approving annual estimates of income and expenditure;
- (f) The appointment, grading, suspension, dismissal and determination of the pay and conditions of service of the holders of senior posts
- (g) Setting a framework for the pay and conditions of service of all other staff.
- (h) The appointment of the Clerking Service for the Corporation.

#### 4. How do they govern?

The College has adopted the Association of Colleges Code of Good Governance for English Colleges, March 2015.

The full **Governing Body or Corporation** meets each term. It receives reports from the Principal, Senior Managers, the Clerking Service and its own Committees. All non-executive directors also attend the Standards Board which came into existence from September 2015. At these meetings, non-executive directors receive and approve reports on strategic and curriculum matters.

Some of the detailed work is undertaken in Committees, which meet according to an annual calendar. The minutes of the Committees and the Corporation meetings are published on the College web site.

The Committees are:

**Administration & Finance:** *oversees the budget, manages the resources and the estate and carries out the duties of the Corporation as the employer.*

**Audit:** *has legal powers to investigate all aspects of the administration and financial systems of the College; it employs 2 firms of auditors and commissions studies.*

**Governance Self-Assessment:** *undertakes Self-Assessment of the non-executive directors' work.*

**Remuneration:** *manages the Pay and Conditions of employment of the Principal, Deputy Principal and the Clerking Service.*

**Search and Governance:** *manages the work of the Corporation, and recruits new non-executive directors with the appropriate and necessary skills.*

**Standards Board:** *is responsible for the determination, maintenance and supervision of all matters relating to the educational performance and outcomes of students, including all regulations, measures and standards relating to educational performance that may apply to the College.*

*The Blackpool Sixth Form College is also a member of the **Fylde Coast Academy Trust Safeguarding Board**. This forum monitors the progress of safeguarding plans and staff training across member organisations and undertakes reviews of safeguarding cases in order to identify best practice and learning points in terms of the delivery of safeguarding.*

#### 5. Who are the Non-Executive Directors and what do they do?

**Ms Wendy Middlemas** Chair of the Corporation and Remuneration Committee. Member of Governance Self-Assessment Search and Governance and Standards Board committees and an observer on the Audit committee

**Cllr Don Clapham** Vice-Chair of the Corporation, Chair of the Search and Governance Committee, Vice-Chair of the Self-

<b>Ms Debbie Taaffe</b>	Assessment Committee and member of the Standards Board and Audit Committee Chair of Admin and Finance Committee, Vice Chair of the Standards Board and member of the Remuneration Committee
<b>Ms Victoria Blakeman</b>	Member of the Standards Board, Self-Assessment Committee and Safeguarding Director
<b>Ms Caroline Coyne Parent Director</b>	Chair of the Audit committee and member of Standards Board.
<b>Reverend Steve Haskett</b>	Chair of Self-Assessment committee and member of the Standards Board and Search and Governance Committee
<b>Mr Colin Simkins OBE</b>	Chair of the Standards Board and Vice Chair of the Remuneration Committee
<b>Mr Neill Oldham</b>	Member of the Standards Board and Vice Chair of the Audit Committee
<b>Mr Steve Rimell</b>	Member of the Standards Board and Administration and Finance Committee
<b>Mr Alistair Burr Teaching Staff Director</b>	Member of the Standards Board and the Administration and Finance Committee.
<b>Cllr Callum Baxter</b>	Member of the Standards Board and Audit Committee
<b>Mr Neil Webster Support Staff Director</b>	Member of the Standards Board
<b>Lower 6 Student</b>	Member of the Standards Board
<b>Mr M Hellewell</b>	Member of the Standards Board and Administration and Finance Committee
<b>Ms Jill Gray Principal</b>	The Principal is ex-officio a member of all committees, apart from the Audit Committee.

The Corporation employs **Fylde Coast Academy Trust (FCAT)** to provide its Clerking Service and to advise and facilitate all aspects of its work.