



**Mission Statement:** *Inspiring learning, developing character, building futures*

## MEETING OF THE CORPORATION OF THE BLACKPOOL SIXTH FORM COLLEGE

**Date:** Tuesday 2<sup>nd</sup> July 2019  
**Venue:** The Blackpool Sixth Form College  
**Room:** Committee Room  
**Time:** 5.00pm

### AGENDA

	<u>Paper</u>	<u>Lead</u>
<b>1. Preliminaries</b>		
1.1 Welcome:		
1.2 Farewell to Ryan Hill Upper 6 Student Director		
1.3 Apologies for absence:		
<b>2. Directors CPD-Data Hub delivered by Gail Yeadon</b>		
<b>3. Declarations of Interest</b>		
<b>4. Consideration of any items of urgent business</b>		
<b>5. Confirmation of Quoracy</b>		
<b>6. Minutes of the meeting held on 25<sup>th</sup> March 2019</b>		
6.1 Approval of the minutes	6.1	
<b>7. Matters arising from the minutes not covered elsewhere on the agenda</b>		
a) <b>College Quality Improvement Plan (QIP)</b> -(item 08.2019 from the previous minutes) confirmation the AP: Academic confirmed the interventions in place for physics.		
b) <b>Directors Annual Conference</b> -(item 13.2019 from the previous minutes) confirmation details surrounding the Annual Conference was discussed on the Search and Governance agenda		
c) <b>Governance Training Webinars</b> -(item 13.2019 from the previous minutes) confirmation material from the Training Webinars cannot be printed straight from the recording but can be from Power Point Presentation		
d) <b>Directors' Personal Record (DPR)</b> -(item 13.2019 from the previous minutes) confirmation training for Directors on the new DPR will take place at the standards Board meeting in September 2019		

<b>8. College Action Plan</b>	To review and approve the College Action Plan	8.1	GY
<b>9. Continuous Professional Development</b>			
9.1	Update on Learning and Development	9.1	SB
<b>10. Student report</b>			
10.1	To receive the Upper 6 Student Report	10.1	RH
<b>Thank you SLT for attending the meeting</b>			
<b>11. Strategic Development Plan</b>			
11.1	To review and approve the Five- Year Strategic Development Plan including the Public Value Statement	11.1	JG
<b>12. Professional Support</b>			
12.1	Update on Professional Support	Verbal	JG
<b>13. Principal's Report</b>			
13.1	To consider and approve the Principal's Report	13.1	JG
<b>14. Directors' Roles and responsibilities</b>			
14.1	An update from the Chair on Directors' roles and responsibilities		WM
<b>15. Report on Chairs actions since the last meeting</b>			
15.1	Verbal report on Chair's action since the last meeting if applicable	Verbal	JG WM
<b>16. Safeguarding</b>			
	To note the minutes of the FCAT Safeguarding Board meeting held on 25 <sup>th</sup> April 2019	16.1	
<b>17. Director Training and Professional Development Activities</b>			
17.1	To agree the venue and schedule for the Directors Conference 2020	Verbal	
<b>Committee Meetings</b>			
<b>18. Standards Board Meeting held on 10<sup>th</sup> June 2019</b>			
18.1	To review the minutes of the meeting	18.1	
<b>19. Audit Committee meeting held on 17<sup>th</sup> June 2019</b>			
19.1	To review the minutes of the meeting	19.1	
19.2	To approve the Financial Audit Plan year ending 31 <sup>st</sup> July 2019	19.2	
19.3a/b	To approve the Risk Management Report June 2019 and Risk Management Actions	19.3a/b	
<b>20. Search and Governance Committee meeting held on 17<sup>th</sup> June 2019</b>			
20.1	To review the minutes of the meeting	20.1	
20.2	To approve the appointment of Cllr Callum Baxter to the Corporation and the Audit Committee	verbal	
20.3	To approve the appointment of Neill Oldham as Vice-Chair to	verbal	

	the Audit committee	
20.4	To approve the agreed changes to the following governance documents agreed by the Search and Governance committee <ul style="list-style-type: none"> <li>• Standing Orders</li> <li>• Securing new members to the Corporation</li> <li>• Guide to the Governing Body</li> </ul>	20.4a 20.4b 20.4c
<b>21.</b>	<b>Administration and Finance committee held on 24<sup>th</sup> June 2019</b>	
21.1	Verbal summary of the meeting from the Chair	Verbal
21.2	Approve the Directors Financial report for the period ending 30 <sup>th</sup> April 2019	21.2
21.3	Approve the budget 2019-20 and Five Year Plan to enable submission to the ESFA, commentary from the Chair regarding discussions at the A&F meeting	21.3
<b>22.</b>	<b>Governance Self-Assessment meeting held on 27<sup>th</sup> June 2019</b>	
22.1	To review the minutes of the meeting	22.1
22.1	Review the Directors' SAR and QIP	22.2
<b>23.</b>	<b>Remuneration Committee held on 1<sup>st</sup> April 2019</b>	
23.1	Verbal Update on the Remuneration Review meeting	verbal
<b>24.</b>	<b>Identification of any new or amended risks</b>	
<b>25.</b>	<b>Any Other Business</b>	
<b>26.</b>	<b>Date and Time of next meeting</b>	
	<b>Day:</b> Thursday	
	<b>Date:</b> 5 <sup>th</sup> December 2019	
	<b>Time:</b> 5.00pm	
	<b>Venue:</b> The Blackpool Sixth Form College	
	<b>Room:</b> The Committee Room	

Ms W Middlemas (Chair)  
Cllr. D Clapham  
Ms D Taaffe  
Ms J Gray (Principal)  
Mr N Webster  
Mr A Burr  
Ms V Blakeman  
Ms C Coyne  
Rev S Haskett  
Mr R Hill  
Mr M Hellewell  
Ms A Hall  
Mr C Simkins OBE  
Cllr C Baxter  
Ms G Yeadon (Deputy Principal)  
Ms S Benson (Assistant Principal: Academic)  
Ms T Cooper (Assistant Principal: Vocational)  
Mrs S Hawitt (FCAT Governance Administrator)  
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