



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

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE

Date: Tuesday 28th January 2020
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.30 pm -6.15pm

Present: Cllr D Clapham (Chair)
Ms W Middlemas
Ms J Gray (Principal)
Together with: Mrs S Hawitt (Governance Administrator-FCAT)
Apologies: Reverend S Haskett

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| 01.2020 | Preliminaries
The Chair welcomed everyone to the meeting and noted apologies. | Action |
| 02.2020 | Declarations of Interest
There were no declarations of interest | |
| 03.2020 | Consideration of any items of urgent business.
The Principal proposed a new policy regarding the loan of iPad/tablets etc for directors, at present all directors are offered an iPad to support them in their work as a director. The proposal was that during induction for any new directors the IT team will offer technical support to directors on their own devices and only loan them a reconditioned device should they require one
D1 Resolved: recommend to the corporation for approval the change in policy which will include only offering to loan a reconditioned iPad/tablet/laptop to directors should they not have their own. | Corp agenda |
| 04.2020 | Confirmation of Quoracy
It was noted the meeting was quorate | |
| 05.2020 | Minutes of the meeting held on 18th November 2019
The minutes of the meeting held on 18 th November 2019 were approved | |

06.2020	<p>Matters arising from the minutes not covered elsewhere on the agenda</p> <ul style="list-style-type: none"> a) Directors Personal Record (DPR)-(item 33.2019 from the previous minutes) confirmation the solution to the technical issue editing the DPR had been communicate to directors b) Chairs Appraisal-(item 38.2019 from the previous minutes) confirmation changes had been made to the Chairs' Appraisal format to replace the score of N/K to N/A c) Confirmation the Chair reiterated the role of the Chair-person regarding time management at meetings 	
07.2020	<p>Review of the Corporation Membership 2019-20</p> <p>The Chair of the committee gave directors an update about two successful interviews that had taken place and as a result recommended the appointment of Jeremy Mannino and Alice Newton-Leeming to the corporation.</p> <p>He also informed directors that Debbie Taaffe had agreed to extend her appointment on the board for a further 4 years.</p> <p>Directors reviewed the current membership (paper 7.4) and noted that the corporation looked healthy, especially since the recommendation of the two new directors, one who has a wealth of experience of safeguarding and will represent the board on the FCAT safeguarding board and one who has experience in mental health issues.</p> <p>D1 Resolved: to recommend to the corporation for approval the appointment of Jeremy Mannino as a Non-Executive Director</p> <p>D2 Resolved: to recommend to the corporation for approval the appointment of Alice Newton-Leeming as a Non-Executive Director</p> <p>D3 Resolved: to recommend to the corporation for approval the appointment of Debbie Taaffe for a further 4 years</p>	
08.2020	<p>Committee Matters</p> <ul style="list-style-type: none"> a) Review of the committee structure 2019-20 <p>The committee considered the current committee structure (paper 8.1) taking into account the vacant positions on the Administration and Finance and Search and Governance committees. It was agreed that Wendy Middlemas will join the A&F committee as vice-chair and Alice will be invited to join the Search and Governance committee, the Clerk agreed to follow this up during induction with Alice.</p> <ul style="list-style-type: none"> b) Governance documents <p>The committee considered the document 'A guide to the governing body' (paper 8.2) and agreed to the changes to the committee structure which the clerk agreed to make</p>	<p>Clerk</p> <p>Clerk</p>
09.2020	<p>Directors Succession Planning</p> <p>Directors considered the directors succession plan document (paper 9.1 and 9.2) it was agreed the Chair would discuss options for progression to vice-chair and chairs positions on a 1-1 basis with individual directors</p>	<p>Chair</p>

- 10.2020** | **Director Training and Professional Development Activities**
Directors received the final programme for the directors' annual conference. A discussion followed about the 5 year plan 2015-2020 coming to an end, it was noted that during the conference information will be gathered to inform the new 5 year plan 2020-2025, the Principal noted that this will not be completed on the day as time may be an issue.
It was agreed to recommend to the corporation for approval recent papers sent to all directors regarding a new Integrated Financial Model (IFM) from the ESFA
D1 Resolved: recommend to the corporation for approval the new IFM
- 11.2020** | **Identification of any new or amended risks**
No new risks were identified
- Date and Time of next meeting**
Monday 15th June 2020

Signed _____

Date _____