



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

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE

Date: Wednesday 27th January 2021
Time: 4pm-4.35pm
Virtual Meeting Via Google Meets

Present: Cllr D Clapham (Chair)
Ms J Gray (Principal)
Ms W Middlemas
Together with: Mrs S Hawitt (Governance Administrator) - Minute Taker
Apologies: Ms A Newton-Leeming

		Action
01.2021	Preliminaries The Chair welcomed everyone to the meeting. Apologies were noted	
02.2021	Declarations of Interest There were no declarations of interest	
03.2021	Consideration of any items of urgent business. There were no items of urgent business to discuss	
04.2021	Confirmation of Quoracy It was noted the meeting was quorate	
05.2021	Minutes of the meeting held on 17th November 2020 The minutes of the meeting held on 17 th November 2020 were approved.	
06.2021	Matters arising from the minutes not covered elsewhere on the agenda <ul style="list-style-type: none">a) Annual Directors' Attendance-(item 34.2020 from the previous minutes) the clerk confirmed directors' attendance against the DPR and found it to be correct.b) Directors' Training and Development Activities-(item 36.2020 from the previous minutes) Skills Audit -It was agreed to remove law from directors Skills Audit matrix-Clerk - still outstanding Directors' Annual Conference -It was agreed further discussion was required about the conference in light of the current Covid-19 situation	

A discussion took place - The Principal gave an update on the current plan; it was agreed to hold a virtual Strategy meeting on 23rd February 2021 to start to discuss the strategic plan for the year ahead and to hold a further face to face meeting after Easter. Directors were informed that the latest announcement from government was some schools may go back on 8th March, however the situation for colleges is still unclear, it was agreed that dates for the annual conference may change again depending on the current situation. The Principal agreed to keep directors up to date with further announcements.

c) Key Performance Indicators-(item 37.2020 from the previous minutes)

KPIs 2019-20-confirmation slight changes to the KPIs 2019-20 were made by the Clerk

KPIs 2020-21-it was agreed to introduce a 'study buddy' for all directors, further discussion will take place at directors 1-1 with the Chair when the current climate allows.

07.2021

Corporation Membership 2020-21

The committee considered the current membership (paper 7.1) of the board and discussed the following; the term of office for the non-teaching staff director due to end on 25th March 2021, it was agreed the Clerk and a member of SLT will carry out a recruitment process to start as soon as possible.

Clerk

The current parent director had extended her Term of Office as a Non-Executive Director which left a vacancy for a parent director, the clerk agreed to carry out a recruitment process for a new parent director as soon as possible.

Clerk

08.2021

Committee Matters

Committee Structure-the committee considered the current committee structure (paper 8.1) and noted the following; Cllr Callum Baxter had been appointed to the Administration and Finance and Self-Assessment committees, which leaves a vacancy on the Audit committee, it was agreed to ask Jeremy Mannino.

Clerk

The committee discussed the vacancy for a Chair on the SA committee and agreed the Chair of the Corporation will chair the meetings until a replacement can be found.

The Committee approved the extension of the Chair to the Remuneration committee for a further two years

It was agreed the Chair would contact the Chair of the A&F committee to ask her to extend the role for a further two years

Chair of Corp Principal

The committee noted the extension of the Chair's role on the Standards Board for one year. It was noted that to strengthen succession planning for the Standards Board it was agreed to approach a local Head Teacher to join the governing body. The Principal agreed to contact the Head Teacher of Lytham St Anne's High School.

The committee discussed the Skills Audit for David Gascoigne, following a meeting with the Chair of this committee; it was agreed he made a good candidate for joining the Corporation and the A&F and S&G committees. The Chair agreed to contact him about the outcome of the meeting.

Chair of S&G

08.2021 D1 Resolved: To recommend for approval the appointment of Cllr C Baxter to the A&F and SA committees.
08.2021 D2 Resolved: To recommend the extension of the Chair's role on the Remuneration committee for a further two years.
08.2021 D3 Resolved: To recommend the extension of the Chair's role on the Standards Board for a further year.
08.2021 D4 Resolved: To recommend to the Corporation the appointment of David Gascoigne as a Non-Executive Director

- 09.2021** **Directors' Succession Planning**-directors noted the succession planning database and plan (papers 9.1 and 9.2); the Clerk agreed to update the risk level relating to the likelihood of leaving.
- 10.2021** **Identification of any new or amended risks**
No new risks were identified; however, directors noted the difficulty in keeping/feeling connected during the lockdown situation, however directors' attendance on Zoom meetings is good.
- 11.2021** **Date and Time of next meeting**
Monday 14th June 2021 at 5pm

Clerk

Signed _____

Date _____