



**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE
MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE TO BE HELD ON
THURSDAY 4th JULY 2024 AT 4.30 P.M. IN ROOM 22 (Principal's Office), MAIN BUILDING**

CONFIDENTIAL

AGENDA

| SECTION 1: ROUTINE AND STANDING ITEMS | | | | | |
|---|---|-------------------|--------------------------------|---------------|-------------|
| | | START TIME | ACTION | PAPER | LEAD |
| 1.1 | Apologies for Absence and Welcomes Welcomes: James Moncrieff – for item 2.1a) | <i>4.30</i> | Note | Oral | Clerk |
| 1.2 | Minutes of the meeting held on 27th March 2024 | <i>4.31</i> | Approve | Item 1.2 | Chair |
| 1.3 | Matters Arising | <i>4.33</i> | Discussion | Refer Minutes | Chair |
| 1.4 | Declaration of Interests | <i>4.35</i> | Note | Oral | All |
| SECTION 2: MEMBERSHIP AND GOVERNANCE MATTERS | | | | | |
| 2.1 | Membership Matters Membership of Corporation and Committees front sheet a) Review of Link Governors' role and expectations b) Review Current Terms of Office c) Student Governors' Appointments d) Staff Governor (Support) – forthcoming vacancy e) Co-Opted Teaching Staff Member of Q & C Committee – review/vacancy f) Audit Committee Deputy Chair g) Co-Chair pilot exercise – annual review including feedback from Co-Chairs' 1 to 1s received to date from Governors h) Succession planning including Vice-Chair position and responsibilities and Current Vice-Chair term of office Papers: a) Corporation Membership b) Committee Membership c) Governor Terms of Office d) Prospective co-opted Audit Committee Member - CV e) Memorandum of Understanding - Chairs f) Chair/s, Vice-Chair/s Role Description g) Governor Responsibilities Matrix h) BHASVIC Co-Chairing Model | <i>4.37</i> | Discussion/ Recommendations | Item 2.1 | Chair |

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|-----|---|------|------------|---|-----|
| | i) Co-Chair's 1 to 1 feedback received to date | | | (i) Oral update | |
| 2.2 | Governance SAR - Action Plan Update a) Front Sheet b) Governance Action Plan Update | 5.00 | Note | Item 2.2 a) b) | LEP |
| 2.3 | Governance Codes - Review a) Front Sheet b) Compliance Check List iro Existing AoC Code of Good Governance – update c) Papers i) AoC Code of Governance 2023; ii) AoC Code of Good Governance template | 5.05 | Discussion | Item 2.3 a) b) ci) cii) | LEP |

SECTION 3: CONSENT AGENDA

Matters in this section will be taken as a single agenda item with each proposal being agreed without introduction or discussion. Any Governor wishing to discuss any matter or to dissent from any proposal listed below should if possible, in the first instance clarify any points with the author of the paper. Following this, if the Governor would like further clarification or discussion in the meeting, he/she should let the Chair and Clerk know, preferably in advance of the meeting.

POLICIES AND OTHER DOCUMENTS

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|-----|------|---|---|---|---|
| 3.1 | None | - | - | - | - |
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SECTION 4: OTHER MATTERS

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|-----|---|------|--------------------------------|--|-------------------------------|
| 4.1 | Any Other Business a) i) Annual Committee Self-Assessment ii) Annual Review of Committee Terms of Reference (including transfer of EGC responsibilities to S & G) b) Principal's Reports for Committee Meetings | 5.15 | Discussion/ Recommendations | Item 4.1 ai) aii) b) Oral | Chair/ Clerk/ Principal |
| 4.2 | Date of Next Meeting – TBA | 5.25 | Note | Oral | Chair |

c.c.

Members of the Committee

Kirstin Baker (Co-Chair of Governors), William Baldwin (Principal), Jo Davis (Governor and Chair of Audit Committee), Marcus Palmer (Governor and Chair of Resources Committee), Neil Perry (Vice-Chair of Governors, Chair of S & G Committee and Remuneration Committee), Simon Porges (Co-Chair of Governors), Chris Piper (Co-Chair of Q & C Committee), Andrew Wright (Co-Chair of Q & C Committee).

In attendance

Louise Pennington (Governance Director/Clerk to the Corporation)