



**MINUTES OF MEETING (46) OF THE SEARCH COMMITTEE OF THE CORPORATION OF THE BLACKPOOL SIXTH FORM COLLEGE**

**Date:** Tuesday 1<sup>st</sup> December 2009  
**Venue:** Blackpool Sixth Form College  
**Room:** Committee room  
**Time:** 1830hrs - 1925hrs

**Present:** Mrs S Walsh MBE (Chair)  
 Mr J Boyle  
 Ms F Greeves  
 Mr R Weaver

**Together with:** Mrs JA Trainor (Assistant to the Clerk to the Corporation)  
 Dr J Burgess (Clerk to the Corporation)

	<b>Action</b>
<b>43.2009 Apologies for Absence</b> Mrs C Tyler	
<b>44.2009 Declaration of Interest</b> None were declared.	
<b>45.2009 Consideration of any items of urgent business</b> None.	
<b>46.2009 Minutes of the meeting held on the 12<sup>th</sup> October 2009</b> (Paper A) The Chair drew attention to item 36.2009 and noted that it should read "Ms Debbie Parker"	
<b>46.2009 D1 Resolved: that subject to the correction above, the Minutes be approved.</b>	
<b>47.2009 Matters arising from the Minutes of the meeting held on the 12<sup>th</sup> October 2009 not covered elsewhere.</b> <i>36.2009 Membership</i> It was confirmed that: <ul style="list-style-type: none"> <li>- CRB clearance had been received for Mr Davies</li> <li>- Ms Parker was unable to consider a possible appointment to the Corporation at the present time</li> <li>- Mr Corry was keen to become more involved with the College and would be comfortable with a move from the Audit Committee to the Administration and Finance Committee</li> <li>- Mr Carswell, Mr Weaver and Dr Sanders had indicated that they would be prepared to stand for a further term</li> <li>- However, members were saddened to learn of Mrs Tyler's decision to stand down from April 2010 and noted her enormous contribution to the work of the Corporation over many years.</li> </ul>	

**Action**

*37.2009 Governors' attendance*

The Audit Committee and also the Strategic Planning and Standards Committee had modified their proposed start times in order to secure improved attendances. It was proposed that all Committees confirm the timing of their next meeting prior to concluding.

Clerk  
To action

**48.2009 Corporation membership 2008 – 2009**

**Review of the current membership.**

*(Paper B& C)*

Governors reviewed the updated membership schedule, noting the current vacancy, along with the vacancy in April 2010 and discussed the desired skill-set in conjunction with the person specification for a member of the Corporation.

They scrutinized the schedule of potential candidates and their CVs and concluded that Ms Trembles be recommended to the Corporation meeting in December 2009 for immediate appointment, and that Ms Talboys be recommended for appointment from the 7<sup>th</sup> April 2010.

In the light of the recommendations, the balance of Committee Membership was considered and agreed that this would be discussed further at the Corporation meeting on the 15<sup>th</sup> December 2009. Also, the choice of mentors for the proposed new Governors would be finalized at the Corporation meeting.

Governors were keen to meet Mr Lee and Mrs Marshall-Kalina in the Spring Term and requested the Clerk to provide an on-site briefing early in the new term, about the roles, responsibilities and time commitments necessary for Governors.

Clerk  
To action

Governors reflected on the effectiveness of recent meetings with potential Governor applicants and agreed to introduce an additional dimension of formality to the meetings, in order to allow candidates a better opportunity to express their personal motives and individual strengths, against the person specification for the role.

Clerk  
To action

**48.2009 D1 Resolved: that, subject to CRB clearance, Ms Jodie Trembles be recommended to the Corporation for appointment as a Governor with effect from the meeting on the 15<sup>th</sup> December 2009.**

**48.2009 D2 Resolved: that subject to CRB clearance, Ms Kath Talboys be recommended to the Corporation for appointment as a Governor with effect from the 7<sup>th</sup> April 2010.**

**48.2009 D3 Resolved: that Mr Lee and Mrs Marshall-Kalina be fully briefed by the Clerk regarding their possible interest in joining the Corporation.**

	<b>48.2009 D4 Resolved: to modify the governor selection process as outlined above.</b>	<b>Action</b>
<b>49.2009</b>	<p><b>Governors' Personal Review Process</b>  Members of the Committee were anxious to see the process completed and requested a completed report, or a progress update, from each committee chair prior to the 15<sup>th</sup> December 2009.</p> <p><b>49.2009 D1 Resolved: that Committee Chairs be requested to complete their Personal Reviews as soon as possible.</b></p>	<b>Clerk To action</b>
<b>50.2009</b>	<p><b>Draft programme for the Annual Residential Conference</b>  <i>(Paper D)</i>  The main training and planning event of the year was the Annual Residential Conference in January 2010. Given the machinery of government changes in 2010 and related local developments it was likely to be a critically important event this year. Governors reviewed a draft agenda and were advised that management colleagues were in the process of identifying appropriate speakers and confirming their availability. A number of amendments were agreed to allow longer discussion time after the presentation from the Blackpool Council's Executive Director of Children's Services. Some re-scheduling was necessary to move the student voice carousel to a more appropriate time.</p> <p><b>50.2009 D1 Resolved: that subject to the amendments above, the draft Residential Conference Programme 2010 be recommended to the Corporation for further consideration at their next meeting.</b></p>	<b>Principal &amp; Management Team to action</b>
<b>51.2009</b>	<p><b>Review of Governance and Strategic Leadership in English Further Education 2009</b>  <i>(Paper E)</i>  Governors were interested in this recently published summary report of a major study of governance in the sector and the possible implications in respect of shared regulation and the introduction of the machinery of government changes. As per recommendation 10 of the Report, the Clerk was requested to compile a suggested action list of issues relevant to the governance of Blackpool Sixth Form College in advance of the next meeting.</p> <p><b>51.2009 D1 Resolved: that the Summary Review of Governance and Strategic Leadership in English Further Education 2009 be received.</b></p>	<b>Clerk To action</b>

52.2009

**Estimation of Risk**

Governors reflected on

- a) the real challenge of securing the services of the right calibre of talented and knowledgeable potential Governors, who have both the time and commitment to invest in the College
- b) the imperative of securing an effective and beneficial Residential Conference in the light of the important and far reaching changes and the investment of Governors' time and College resources.

**Action**

53.2009

**Date of next meeting**

**Monday 1<sup>st</sup> March 2010 1700hrs Committee Room**

The Chair thanked members for their attendance and contributions and closed the meeting.

**Members**  
*Please note*

**Signed:**

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**Chair:**

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**Date:**

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