



MINUTES OF MEETING (49) OF THE SEARCH COMMITTEE OF THE CORPORATION OF THE BLACKPOOL SIXTH FORM COLLEGE

Date: Tuesday 12th October 2010
Venue: Blackpool Sixth Form College
Room: Committee room
Time: 1700hrs - 1830hrs

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

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

	Action
30.2010 Apologies None	
31.2010 Declaration of Interest None.	
32.2010 Minutes of the meeting held on the 24th May 2010 <i>(Paper A)</i>	
32.2010 D1 Resolved: that the Minutes be approved.	
33.2010 Matters arising from the Minutes of the meeting held on the 24th May not covered elsewhere. <i>49.2009 Governors' Personal Reviews</i> Members of the Committee reviewed the current situation and were anxious to see the process completed without further delay. It was agreed that Reviewers would forward copies of their completed reviews to the Clerk for summarising and subsequent consideration at the November meeting. <i>8.2010 Student Governors</i> The Principal reported that the Student Council had chosen Ms Katie Edwards to be a Student Governor for a two-year period until 2012. She hoped that this new election system would provide continuity and enhance the confidence of the appointed student members. She considered Katie Edwards to be a very able student and someone likely to prove an outstanding Student Governor. <i>26.2010 Training activities</i>	Clerk <i>To action</i> Search Committee Members <i>To action</i>

The Chair commented that she had attended one of the August staff development sessions and found it informative, positive and very participative in delivery style.

She urged all Governors, in due course, to study the February 2011 programme and endeavour to attend at least one of the sessions. In addition, the Chair offered her own services, and that of Mr Weaver, to run a session broadly titled "Blackpool issues – life behind the Promenade".

Action
Governors to note.

Principal to take forward

33.2010 D1 Resolved: that the Governor Personal Reviews be completed without further delay.

33.2010 D2 Resolved: that completed Personal Review forms be summarised by the Clerk.

33.2010 D3 Resolved: that Katie Edwards be recommended for appointment as Student Governor for 2010 – 2012.

33.2010 D4 Resolved: that Governors be encouraged to attend at least one of the Spring Term Staff Development sessions in February 2011.

**34.2010 Corporation membership 2009 – 2010
Review of the current membership**

(Paper B, C & D)

Governors reviewed the updated membership schedule and noted the two vacancies following the decision of both Mr Carswell and Mr Nicholson to step down from the Corporation. Members were sorry to learn of the pressure of work commitments, which had prompted Mr Nicholson's resignation.

Governors gave lengthy consideration to the likely profiles of the new replacement members. The Principal reported that enquiries via Ms Denton, at Lancs CC, were still on going, but that leads with other contacts had not proved successful. The gender mix of the current Board indicated an under-representation of women. In reviewing the skills matrix, whilst the departing members had served on the Audit Committee, the Search Committee believed there was now sufficient accountancy / financial management expertise on the Corporation. They agreed it was important to secure members who could provide strategic insights, an understanding of the broader Lancashire area imperatives and were informed about educational matters.

Mr Boyle indicated that the newly formed Strategic Review Group had made significant progress and that it might be prudent to keep the two vacancies open for a little longer, as potential strategic partnerships may emerge in the weeks to come.

Corrections were requested to the categorisation of three members.

Clerk
To action

34.2010 D1 Resolved: that the two current vacancies remain unfilled for the next few weeks.

35.2010 Issues from the last meeting of the Corporation July 2010

Formation of the Strategic Review Group

Governors were pleased with the reported progress of this Group, which had already met on two occasions this term.

Current Pattern of Meetings

It was agreed that the current pattern of meetings be continued until the outcome of the Governors' Personal Reviews had been summarised and considered, and if any recommendations emerge from the deliberations of the Strategic Review Group on this matter.

36.2010 Annual Review of Attendance Record 2009/10

(Paper E)

Governors reviewed the attendance record of the Corporation and Committees over the last academic year. Whilst they were somewhat short of the attendances recorded in 2005/6, there were considered to be an improvement on previous years. Action had been taken to address problems and it was anticipated that there would be continued improvements in 2010/11.

The Chair emphasised the importance of regular attendance when recruiting potential new members of the Corporation.

36.2010 D1 Resolved: that the Annual Review of Attendance Record 2009/10 be received and be recommended to the December Corporation meeting.

37.2010 Review of the updated Code of Conduct 2010 - 2012

(Paper F)

Governors were advised that Eversheds had updated the template for the existing Code and this had been customised to suit Blackpool Sixth.

Governors wondered about the references to the Skills Funding Agency in section 12.2 which they considered to be somewhat strange.

It was agreed to recommend the document to the next meeting of the Corporation for adoption and to propose that further work might be done on expanding some of the Code's recommendations into more positive and helpful language.

37.2010 D1 Resolved: that, subject to clarification on section 12.2, the proposed Code of Conduct be recommended for approval to the Corporation at their meeting in December 2010.

38.2010 Review of the Committee's Performance 2009 / 2010

(Paper G)

Governors reviewed and approved the Report on the Committee's Performance against the key performance indicators for 2009 /10.

Clerk
To clarify

They proposed that a new KPI be introduced for 2010/11 "To undertake a Personal Review with each Governor on an annual basis".

38.2010 D1 Resolved: that Review of the Committee's Performance 2009 / 2010 be received

38.2010 D2 Resolved: that an additional KPI relating to the Annual Review of Governors be introduced for 2010 / 2011

39.2010 Training activities 2010 - 2011

Governors discussed a range of individual and group training activities that might be organised during the academic year, including, Briefing on ALPS, Safeguarding, New Equality Legislation and Funding & Financial Management. The presentation on Risk Management at the Residential Conference was judged as very useful. It was agreed to await the outcomes of the Governors' Personal Reviews before agreeing a programme.

The major training and development event of the year was the Annual Residential Conference. The items for the forthcoming 2011 Conference were likely to be:

- Issues from the Government's Comprehensive Spending Review
- New Government White Paper on Education
- Outcomes from the Strategic Review Group
- Breathing life into the Code of Conduct
- Issues from the Governors' Personal Reviews
- Conversations with representatives of the students and staff.

They requested that the first day start at 1045hrs and finish around 1730hrs.

Principal
To action

40.2010 Any other Business

Governors confirmed their preference for continuing the light buffet as served today but with more fruit, particularly grapes.

41.2010 Estimation of Risk

Governors reflected over the issues raised and recognised the risks in not appointing to the vacancies and particularly the lack of formal links on the Corporation of a feeder school partner.

42.2010 Date of next meeting

It was agreed to revert back to the regular Monday evening meeting slot and, therefore, the next scheduled meeting would be:

Monday 29th November 2010 @1700hrs Committee Room

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

Members
Please note

Signed: _____

Chair: _____

Date: _____