



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

MINUTES OF THE MEETING OF THE SELF-ASSESSMENT COMMITTEE

Date: Monday 11th February 2019
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.00-5.50pm

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

26.2019 Preliminaries

Wendy Middlemas chaired the meeting after apologies were received from the Chair, she welcomed everyone to the meeting.

Apologies were noted

27.2019 Declarations of Interest

There were no declarations of interest

28.2019 Consideration of any items of urgent business.

Feedback from a recent meeting with a potential Director was discussed with the Chair of the Search and Governance committee. It was agreed the Chair of S&G would contact Mr Steve Rimmel to invite him to observe the next Standards Board meeting on Monday 11th March 2019. DC

It was agreed that the Chair of the Corporation would discuss the potential appointment of SR to the Admin and Finance committee with the acting Chair of that committee as a suitable replacement. WM

The outcome of these discussions will be formalised at the Corporation meeting on Monday 25th March 2019 Corp Agenda

29.2019 Confirmation of Quoracy

It was noted the meeting was quorate

30.2019 Minutes of the meeting held on 12th December 2018

The minutes of the meeting held on 12th December 2019 were approved

31.2019 Matters arising from the minutes not covered elsewhere on the agenda

- a) **Continuous Professional Development**-(item 23.2018 from the previous minutes) Confirmation a drop in session for Non-Executive Directors to have a 1-1 meeting with the Chair is in the process of being arranged
- b) **Directors Personal Record**-Confirmation a draft copy of the document had been sent to Search and Governance Committee for approval

- c) **Risk Register**-Confirmation the risk rating for recruiting an accountant had been reduced from red to amber

32.2019 Directors' Self-Assessment Report and Quality Improvement Plan

Directors considered the Self-Assessment Report 2019-20 (paper 7.2) and the following discussions took place;

Introduction: It was agreed to update the context page to include recent changes to the governing body which the Clerk agreed to do. Clerk

The Principal agreed to update further changes in regards to the work completed by SLT and the strategic priorities for 2019-20 Principal

QIP 2018-19-Directors noted the final QIP 2018-19 and were pleased with the progress made.

Key Judgements-Directors discussed the key judgements A1-A10 taking into account the evaluation notes (paper 7.2) from the Directors conference. The following discussions took place; Principal

It was agreed to further enhance Directors knowledge and skills by extending the training programme to include:

- Fundamental British Values
- Mental Health
- Parental Portal
- Attendance monitoring systems and processes

And introduce departmental familiarisation visits.

It Further discussion took place about seeking to recruit a Director from industry. It was noted the Chamber of Commerce would be a good link, it was agreed a further discussion to recruit further would take place at the next Search and Governance meeting in June 2019

QIP 2019-20-Directors discussed the QIP 2019-20 which included the following two issues to be addressed:

1. Increase directors' engagement with local and regional employers
2. Further enhance directors' knowledge and skills

Following the discussions at the meeting the Self-Assessment committee proposed a judgement of Outstanding for governance. It was noted that the Directors' Annual Conference stands out as a strength giving Directors the opportunity to review and plan for quality improvement and also further their own professional development through the training opportunities on offer at the conference and throughout the year.

It was noted that changes to the conference 2020 should include the five-year plan for 2020-2015 and setting strategic priorities and vision, the latter which should take place after the stakeholder discussions and feedback

Date and Time of next meeting

Monday 10th June 2019

Signed _____

Date _____