MINUTES OF THE MEETING OF

BIRKENHEAD SIXTH FORM COLLEGE CORPORATION

SEARCH & GOVERNANCE COMMITTEE

MONDAY 7 MARCH 2016

PRESENT: L. Eaton, K. Podmore, D. Roberts (Chair), P. Timmins.

IN ATTENDANCE: D. Barnes, Clerk to the Corporation

		Action
	Meeting started at 4:00pm.	
15/25	**Apologies for Absence** None.	
15/26	**Declaration of Interest** None.	
15/27	**Election of Vice Chair of Committee** In view of agenda item 6 'Reconstitution of Search & Governance Committee including terms of reference', it was agreed to postpone this item until the Committee has been formally re-constituted.	
15/28	**Search & Governance Committee meeting held on 7 December 2015:** **1. Open minutes** These were accepted and signed as a true record **2. Matters arising** See Matters Arising summary sheet **The Committee NOTED the matters arising** **3. Confidential extracts**: These were accepted and signed as a true record **4. Matters arising**: See Matters Arising summary sheet **The Committee NOTED the matters arising**	
15/29	**Recruitment of potential Governors (Confidential until after Corporation meeting on 14 March 2016)**	
15/30	**Reconstitution of Search & Governance Committee including terms of reference** It was noted that the Chair of Corporation has drawn up a set of terms of reference and these have been considered and approved by the Chair of Search & Governance Committee. The Committee considered these and it felt that the word 'complement' in Terms of Reference 1 should be changed to the word 'enable'. With this change, the Committee agreed the following resolution:	

	The Committee RECOMMENDS the Corporation to APPROVE the reconstitution of the Search & Governance Committee into a Strategy & Governance Committee and to APPROVE the proposed terms of reference with the one amendment to terms of reference 1.	
15/31	**To note the voluntary group meeting on Area-based reviews held on 22 February 2016 (Verbal)** Lyn Eaton outlined the business covered at the meeting held on 22 February 2016. **The Committee NOTED that the voluntary group meeting on Area-based reviews was held on 22 February 2016**	
15/32	**Review of Corporation's Instruments & Articles (Verbal)** As possible changes to the development of the College as discussed at the Strategic Seminar may result from the imminent Area-based review, the Committee agreed the following resolution: **The Committee AGREED to postpone any review of the Corporation's Instruments & Articles pending the outcome of the imminent Area-based review.**	
15/33	**Proposed voluntary system of governor self-review** Lyn Eaton presented the proposed document to be used for the purpose of this system. After much discussion it was agreed to change the title of the document to read 'Improving Governors' Effectiveness: Individual Governor's Self-Reflection'. With this change, the Committee agreed the following resolution: **The Committee RECOMMENDS the Corporation to APPROVE the introduction of this voluntary practice of self-reflection for each governor.**	
15/34	**Governors' attendances at meetings 2015/16** The Clerk presented a summary of year to date individual attendances at Corporation and committee meetings for 2015/16 which the Committee considered. The Committee was pleased to note that there are no areas of concern and the high levels of attendance were also noted. **The Committee NOTED the report.**	
15/35	**Risk Management Considerations** No new risks were identified.	
15/36	**Identification of confidential items** 15/29 Recruitment of potential Governors (Confidential until after Corporation meeting on 14 March 2016)	
15/37	**Date and time of next meeting** Monday 27 June 2016 at 4.00pm.	

15/38	**Any other Business (notified in accordance with Standing Orders)** None. **Meeting closed at:** 4:50pm. **Signature**: Chair of Search & Governance Committee **Date**:	