

LONGLEY PARK SIXTH FORM COLLEGE

MINUTES of the meeting of
SEARCH, GOVERNANCE & REMUNERATION COMMITTEE
held on **2 MARCH 2010** at 4.30pm
at the College, Horninglow Road, Sheffield S5 6SG

Present: Kevin Clifford (in the Chair)
Omer Abdulqader
Nick Duggan
Margaret Ferris
Alan Hancock
Tom Jackson
Alan Law
Chris Mallaband
Karen Squires
Paul White

In attendance: Sharon Langridge (Clerk to the Corporation)
Mo Nisbet (Principal)

Apologies for absence were received from Doug Liversidge and Alastair Reid.

Action by
Who When

1 **CHAIR**

In the absence of the Chair it was agreed that Kevin Clifford should chair the meeting.

2 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3 **MINUTES OF THE MEETING HELD ON 9 DECEMBER 2009**

The Minutes of the meeting held on 9th December 2009 were approved as an accurate record and signed by the Chair.

4 **MATTERS ARISING**

There were no matters arising which did not appear separately on the agenda.

5 **REVIEW OF GOVERNANCE**

Governors had been sent an individual copy of the summary report commissioned by the Association of Colleges (AoC) and the Learning & Skills Improvement Service (Learning and Skills Improvement Service) 'A Review of Governance and Strategic Leadership in English Further Education', towards the end of last year. The Clerk had written to Governors outlining her initial views on the 8th February. She explained that both the AoC and the Sixth Form Colleges' Forum (SFCF) were urging Colleges to submit an individual response to the review and its

recommendations. The two organisations had also prepared draft responses on behalf of their members which were considered by Governors.

Members noted that two consultation seminars for Governors had been scheduled for 17th February in Sheffield and 8th March at Askham Bryan College. The Clerk had also attended the consultation event for Clerks hosted by the National Clerks' Network on 26th February in York.

Members discussed recommendation 5 concerning the remuneration of Governors. There was some concern that this could change the emphasis of College Boards and might attract candidates for the wrong reasons. It was agreed that Governors should be given an opportunity to review the report in more detail and to submit their comments to the Clerk. The Principal and the Clerk could then co-ordinate these and formulate a response to the consultation on behalf of the Corporation.

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6 SUCCESSION PLANNING

The Clerk informed Governors that Steve Robinson's term of office was due to end before the next scheduled meeting of the full Corporation. She had spoken to Steve to ascertain if he would be interested in serving a further term. Steve had responded positively but had been concerned that his attendance at meetings could be spasmodic due to other commitments. Members supported the reassurance that the Clerk had given Steve regarding attendance and stressed that the contribution of the two Head Teachers from the College's partner schools was highly appreciated because of their experience and expertise. They also felt that it was important to maintain the representation of the partner schools on the Corporation.

The Committee **recommended** to the Governing Body that Steve Robinson be appointed as an Independent Governor for a term of four years with effect from 13th July 2010.

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7 GOVERNANCE PERFORMANCE INDICATORS

The Committee received and noted the update on governance performance indicators. Members agreed that the indicators were still applicable and were assured that the two areas of under performance were actively kept under review.

8 SENIOR POST HOLDER REMUNERATION

The Principal and the Clerk withdrew from the meeting.

The Chair reported on the performance reviews that had been conducted for each of the four senior post holders in December. Members supported recommending progression on the relevant pay spine. They also felt that it was important that pay should be taken into account as part of the annual budget setting process and agreed to make a recommendation to the Governing Body accordingly.

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The Principal and Clerk rejoined the meeting.

The Principal advised the Governing Body that she had authorised one increment for each of the four Directors of Teaching & Learning backdated to 1st September 2009.

The Governing Body **approved** that the four senior post holders be awarded one increment on the relevant management spine backdated to the pay review date of 1st September 2009.

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9 **SENIOR POST HOLDER DISCIPLINARY AND GRIEVANCE PROCEDURES**

The Clerk presented the revised procedures which were based upon the AoC model. The Committee noted that the four senior post holders had been consulted on the two procedures.

The Committee **recommended** to the Governing Body that the Senior Post Holder Disciplinary and Grievance Procedures be approved.

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10 **SENIOR POST HOLDER RECRUITMENT**

The Clerk informed the Committee that the advertisement for the two posts had appeared in the FE Focus section of the Times Educational Supplement (TES) on Friday 26th February.

Signed: (Chair)

Date: