

**LONGLEY PARK SIXTH FORM COLLEGE**

**MINUTES of the meeting of the  
SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE  
held on 4 MARCH 2009 at 4.00pm  
at the College, Horninglow Road, Sheffield**

Present: Doug Liversidge (Chair)  
Alastair Reid  
Karen Squires

Observer: Alan Hancock

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

Apologies for absence were received from Kevin Clifford, Nick Duggan and Margaret Ferris.

**Action**  
**Who By**

1 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

2 **MINUTES OF THE MEETING HELD ON 12 FEBRUARY 2009**

The Minutes of the meeting held on 12<sup>th</sup> February 2009 were approved as an accurate record and signed by the Chair.

3 **MATTERS ARISING**

**(a) Appraisal and Remuneration of Senior Post Holders (Minute 4)**

The Principal informed Members that the final report from OfSTED on the recent inspection was still awaited.

4 **SUCCESSION PLANNING**

Members considered the report from the Clerk and viewed a promotional video that had been produced by West Herts College. They agreed that the video was good for reference purposes, but felt that it might be off-putting for some people. Consideration could be given in the future to developing a video which could be used for different audiences as an educational project for media students. They also viewed the School Governor One Stop Shop and Do-it web sites.

Members discussed possible routes for attracting potential Governors and agreed that the following should form the basis of the College's recruitment strategy:

- Personal contacts/introductions from existing Governors;
- Writing to Common Purpose;
- Article/advertisement for Area Panel newsletters;
- Writing to Sheffield Chamber of Commerce.

Members noted that attempts were continuing to be made to attract a parent governor. They agreed that the flyer should be added to the College web site and that the Chair would raise the matter in his introductions at the students' awards evening.

Members did not see any need to change the format of the current role profile of governors contained within the guidance for applicants document.

The Committee **recommended** to the Governing Body that the recruitment strategy be approved.

**Govs**      **Mar '09**

5      **SELF ASSESSMENT**

Members considered the report from the Clerk on the arrangements for the Corporation's annual self assessment of its own performance. They supported a move to a dual process with a questionnaire being completed in advance of the Strategic Planning Event with the analysis of responses forming the basis for an interactive session on the day.

Members discussed the format of the questionnaire and whether responses should remain anonymous. It was felt that most governors would probably prefer to receive a paper copy but that the questionnaire could also be made available electronically and that responses should not be anonymous so that any particular issues identified could be tackled.

The Committee **recommended** to the Governing Body that the self assessment arrangements be approved.

6      **GOVERNANCE PERFORMANCE INDICATORS**

Members reviewed the Governance Performance Indicators report and noted that the matter of attendance continued to remain an issue. They were advised by the Clerk that the matter had also been raised during the Provider Financial Assurance review conducted by the LSC during inspection week and that the attendance targets had been questioned. Members maintained their preference for having the right people on the Governing Body over attendance at meetings, but agreed that the Chair should write to individuals as necessary with a reminder of the attendance requirements. The Clerk agreed to draft a standard letter for consideration by the Chair.

**SL**      **Mar '09**

7      **STUDENT GOVERNOR ELECTIONS**

The Committee was informed that Sahir Ali and Joe Chandler had been selected as student governors following the election of student representatives. Approval of their appointment to the Governing Body would be the first item on the agenda of the ensuing Corporation meeting.

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**DATE OF NEXT MEETING**

Wednesday 8<sup>th</sup> July 2009 at 4.00pm.

The meeting ended at 4.50pm.

Signed: ..... (Chair)

Date: .....