

LONGLEY PARK SIXTH FORM COLLEGE

**MINUTES of the meeting of the
SEARCH, GOVERNANCE AND REMUNERATION COMMITTEE
held on 9 DECEMBER 2009 at 4.00pm
at the College, Horninglow Road, Sheffield**

Present: Chris Mallaband (in the chair)
Tom Jackson
Alan Law - from Minute 5
Doug Liversidge - from Minute 9
Alastair Reid
Steve Robinson
Karen Squires

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

Apologies for absence were received from Kevin Clifford, Nick Duggan, Margaret Ferris, Alan Hancock and Paul White.

Action
Who By

1 **CHAIR**

In the absence of the Chair it was agreed that Chris Mallaband should chair the meeting.

2 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3 **MINUTES OF THE MEETING HELD ON 8 JULY 2009**

The Minutes of the meeting held on 8th July 2009 were approved as an accurate record and signed by the Chair.

4 **MATTERS ARISING**

(a) Governor Appointments (Minute 5)

The Clerk confirmed that Tom Jackson had been appointed as an Independent Governor at the Corporation meeting on 7th October. Unfortunately Mark Feakins had withdrawn his application following a change in job and subsequent relocation to Spain. A new applicant, Bob Bridge, had been co-opted to the Resources Committee until a suitable Governor vacancy arose.

The Committee noted that the Governor application form had been amended as requested.

(b) Emeritus Governors

The Clerk reported that Sir Hugh Sykes and Sally Robinson had

accepted the invitation to become an emeritus governor.

5 REVIEW OF EFFECTIVENESS

The Clerk outlined the purpose of the review and explained the changes that had been made to the membership of the Committee the previous year to address the problem of quoracy.

Members discussed the role of the Committee, its membership and the timing of meetings. They agreed that the Committee was necessary as it provided the opportunity for an overview of governance across the College. However, there was concern about the Committee's effectiveness due to low attendance. They agreed that the membership of the Committee should be confirmed and that meetings should continue to be scheduled to take place just prior to meetings of the Corporation. Meetings should begin at 4.30pm and a copy of the Committee's terms of reference should be attached to the agenda for each meeting. Any Members who had difficulty in attending meetings should notify the Clerk who would raise the matter with the Chair.

6 SUCCESSION PLANNING

The Clerk presented a report on succession planning for the Corporation over the course of the coming year.

Members discussed the student governor election process.

The Committee:

(a) noted the terms of office that were coming to a close over the next twelve months;

(b) **recommended** to the Governing Body the appointment of Jade Nelms as a Student Governor for the period to 3rd March 2010; and

(c) noted the position regarding recruitment of Governors.

Govs Dec '09

7 GOVERNOR TRAINING

The Clerk to the Corporation presented the proposals for training in 2009-10.

The Committee **recommended** to the Governing Body that the proposed content for a Governor training programme for 2009-10 be approved.

Govs Dec '09

8 GOVERNANCE PERFORMANCE INDICATORS

The Committee received and noted the update on governance performance indicators.

9 REMUNERATION AND APPRAISAL OF SENIOR POST HOLDERS

The Principal and the Clerk withdrew from the meeting.

Doug Liversidge reported that he and the Vice-Chair of the Corporation, Kevin Clifford, had conducted the performance management reviews for senior members of the college staff. However, they had yet to complete the pay recommendations for the staff and would therefore need to conclude their deliberations. A discussion took place about the appropriateness of performance related pay within the context of the economic recession. It was agreed that the Chair and Vice-Chair of the Corporation would conclude the process and make recommendations in accordance with the College's Pay Policy to the next meeting of the Committee.

DL/KC

Mar '10

10

DATE OF NEXT MEETING

Wednesday 3rd March 2010 at 4.30pm.

The meeting ended at 5.00pm.

Signed: (Chair)

Date: