

**SEARCH, GOVERNANCE & REMUNERATION COMMITTEE – BUSINESS CYCLE 2025.26**

No	Item	Statutory Requirement	Frequency	Recommend to Board	Term						Author/led By
<b>Standing Agenda Items</b>											
1	Welcome, Apologies, Declarations of Interest	Y	Every Meeting		AUT 1		AUT 2	SPR 1		SUM 1	Chair & Clerk
2a	Minutes of the last meeting	Y	Every Meeting	X	x		x	x		x	Chair & Clerk
2b	Actions Register Report	N	Every Meeting		x		x	x		x	Clerk
3	Membership & Recruitment update <ul style="list-style-type: none"> <li>Terms of Office</li> <li>Committee Membership</li> <li>Governor Recruitment</li> <li>Governor Skills Report</li> <li>Succession Planning Reviews</li> </ul>	Y	Every Meeting	X	x		x	x		x	Clerk
4	Governance Review & Improvement Governance Improvement Plan External Review of Governance every 3 years Annual Board & Committee Review (except for every 3 year) & Chair Appraisal	Y	Every Meeting	x	x		x	x		x	Clerk/Chair
5	SPH Performance & Remuneration Monitoring and review of changes in the sector and internally with the SPH's	Y	Every Meeting	x	x		x	x		x	Chair/CEO/Clerk
<b>Term Specific Agenda Items</b>											
8	Governor Learning & Development Programme	BP	Annual Autumn 1	X	APPROVE	x					Clerk
9	Governor Recruitment Student Governors	Y	Annual Autumn 2	X	APPROVE		x				Clerk
10	SPH Performance & Remuneration CEO Performance 22/23 & Objectives 23/24 Clerk & Governance Advisor Performance 22/23 and Objectives 23/24 Deputy CEO Performance 22/23 & objectives 23/24 Deputy Executive Principal/Teaching, Learning & Improvement Performance 22/23 & Objectives 23/24	Y	Annual Autumn 2	X	APPROVE		x				Clerk/Chair/CEO
11	Governance Review– Scope & Review IAS (every 3 years due 27/28)	Y	Every 3 years Autumn 2	x	APPROVE		x				Chair/Clerk
15	SPH Performance Review – Mid Year Declarations of Interest Report	Y	Annual – Spring 1	X	NOTE NOTE			x			Clerk/Chair/CEO Clerk
16	Governance Review & Improvement Skills Audit Results Self Assessment Analysis Outcomes and Actions	Y	Annual – Summer 1	X	APPROVE					x	Clerk/Chair
17	Governance Matters Search, Governance & Remuneration Committee Review Terms of Reference Board & Committee Membership Board & Committee Meeting Schedule 24/25 Board & Committee Cycle of Business 24/25			X	APPROVE					x	Clerk
<b>Annual Reports</b>											
19	Compliance with the Code of Good Governance	Y	Annual – Autumn 1		APPROVE	x					
20	Compliance with the SPH Remuneration Code	Y	Annual – Autumn 2		APPROVE		x				
18	Governance Report to the Board - new	Y	Annual – Autumn 2		APPROVE		x				
19	Declarations of Interest Report	Y	Annual – Spring 1		APPROVE		x				
<b>Policies &amp; key documents</b>											
22	NKC Code of Conduct for Board Members	Y	Every 2 years	X	APPROVE					x	
23	Governor Induction Booklet	BP	Every 2 years – Spring 1	X	APPROVE			x			
24	Governor Learning & Development Programme	BP	Annual	X	APPROVE	x					
25	Governor Recruitment & Selection Planning Policy	Y	Annual	X	APPROVE			x			
26	Instrument & Articles of Government	Y	Every 2 years	X	APPROVE			x			
27	New Governor Mentoring Policy new	BP	Every 3 years	X	APPROVE			x			

28	Scheme of Delegation	Y	Annual	X	APPROVE				X				
29	SPH Capiilty Procedure	Y	Every 3 years	X	APPROVE				X				
30	SPH Disciplinary Policy & Procedure	Y	Every 3 years	X	APPROVE				X				
31	SPH Grievance Procedure	Y	Every 3 years	X	APPROVE				X				
32	SPH Remuneration Policy	Y	Annual	X	APPROVE			X					
33	NKC Corporation Standing Orders	Y	Every 2 years	X	APPROVE	X							
34	Policy Regarding Attendance at Corporation Meetings of Non-Corporation Members	BP	Every 2 years	X	APPROVE	X							
	Conflicts of Interest Policy	BP	Every 2 years	X	APPROVE	X							
	Procedure for Complaints against the Corporation, Board Members and the Clerk 37	BP	Every 2 years	X	APPROVE	X							
	Policy Regarding publication of Board Minutes	BP	Every 2 years	x	APPROVE	X							