



**Search, Remuneration and Performance Committee  
Wednesday 4 May 2022 18:00-20:00, Teams**

## Draft minutes

<b>Committee</b>	Sue Kingman (Chair); Ian Valvona; Mike Sutcliffe; Vincent Neate
<b>In Attendance</b>	Jason Jones (Acting Principal and CEO); Alison de Lord (Assistant Principal HR & OD & Estates); Sarah Connerty (interim governance advisor); John Anderson
<b>Apologies</b>	

<b>Item</b>	<b>Item Description</b>	<b>Action</b>
<b>1</b>	<p><b>Welcome and apologies</b> IV welcomed colleagues to the meeting. SC reported that it is a short agenda as the last meeting took place two months ago and a number of agenda items have already been covered off. No apologies have been received. As approved by the Board JA will be invited and will attend when available as an attendee at the Committee. Due to the nature of the agenda items Andy Chew (Vice Chair) has been invited as an attendee but did not attend.</p>	
<b>2</b>	<p><b>Declarations of interest</b> There were no declarations received.</p>	
<b>3</b>	<p><b>The minutes of the meeting of 1 March 2022 were agreed as a true and accurate record.</b> <b>The written resolution of 11 April 2022 – Peter Flew appointment was ratified.</b> [After note: Peter has completed paperwork and is meeting with IV, MS and JJ in College on the 16 May as part of the induction].</p>	
<b>4</b>	<p><b>Actions and matters arising</b> SC noted that most actions are completed. Updates are: <b>ACTION 2: JJ agreed to give thought to people and areas that it would be useful to have more engagement with between now and July</b> – JJ suggested that link governors are assigned to Heads of School, with a suggestion to focus on areas of Ofsted responsibility. With SRP Committee’s agreement this will commence this term. Other proposed areas are health and safety, safeguarding and Prevent (covered by VN), behaviour and security (covered by Rosemary Scully who is happy to formalise this role). MS asked for an understanding on what the commitment is for a Board that is already overstretched and how does this bed down with the merger, because the capability won’t be there with the stakeholder group. It was agreed that putting new things in place at this time needed to have impact. JJ explained that in terms of the commitment it would be a termly visit to talk about issues and look at KPIs. It was agreed that this could only realistically work if it is flexible in terms of governor’s commitment. IV felt that the principle with a six-month horizon feels right and it is important for governors to come into the life of the College.</p>	

	<p>VN felt that this was missing the point from the last SRP Committee which noted that the link governor scheme that was not working but that having governors more involved with the staff would be a good idea to take forward. Governors are interested in the challenges facing staff even if it is just to have a sympathetic ear. It could be informal to show care and ensure that the person feels able and empowered to do their job to their best of their ability.</p> <p>JJ agreed that support and challenge is the most important part and that it would be more likely to engage governors and staff if there was less formality and less prep work involved.</p> <p>VN noted that he would like to see clear instructions on who governors are meeting.</p> <p><b>ACTION: JJ to review and report back on the best way forward for governors coming into College</b></p> <p>It was agreed that health and safety was an important area for governance to have oversight of.</p> <p>[SK arrives]</p> <p><b>ACTION 49 – Governance budget</b> – pending from finance – <b>ACTION:</b> carried over. It was noted that the budget is underspent due to remote meetings, a lack of succession planning and governor recruitment since the SPA outcome and free board development opportunities. Recent spend are the training sessions on Ofsted and EDI.</p> <p><b>ACTION 5 - Board schedule for 2022-23</b></p> <p>SC reported that the SRP Committee agreed at the last meeting to bring a Board schedule to this meeting and continue governance as usual during the merger discussions.</p> <p><b>RESOLVED: The Committee approved the draft Board schedule for 2022-23. SC to circulate to SLT prior to sending out diary invites.</b></p>	<p>JJ</p> <p>SC</p> <p>SC</p>
<p>5</p>	<p><b>Update on Changes to Teaching Staff Contract – Annual Leave</b></p> <p>AdL reported that the letter uploaded to the meeting pack will be sent out next week.</p> <p>The consultation ended on the 22 April and meaningful consultation did not take place until right at the end of this period.</p> <p>It is imperative in terms of timing for the updates to be in place for the beginning of the new academic year. The latest to reach agreement is mid to end of May. The Union are very exercised about the proposed changes and have held solidarity meetings online. The propaganda is very negative.</p> <p>The staff that are not in the union have attended staff surgeries and in the main recognise it is a good deal. There is a 100% pay for the loss of leave and it does compare well to neighbouring colleges.</p> <p>The offer was not accepted by the Tuesday morning deadline and a further week has been given. The Unions want to wait until after May 6 which is the ballot outcome date which needs 50% of members to vote and 40% to validate strike action and this seems likely. The College will recognise NEU which includes nine teachers. The strike will be around 30-40 teachers and is restricted to Union members only.</p> <p>Timings of strike action will be towards the end of May during exams, and this will have less of an effect on students. The issue is around propaganda. JJ noted that draft responses are prepared, and the College is ready to respond. The email sent to Munira Wilson forms the basis of this.</p> <p>JA asked about the dismissal and re engagement and asked if there is any compensation in a dismissal situation. AdL confirmed it is technically a redundancy position but with no pay. The number of staff and the risks around this are not yet known. JA asked if there is sufficient resilience to cope with the loss of staff. JJ</p>	

	<p>explained that there is an element of underutilisation but although it is a known risk the College don't yet know the extent of it.</p> <p>MS asked if there is any risk or impact on the students around strike action during the exam period. JJ reported that the management of exams is by the exams team and externals, but it is likely to impact on preparation for exams and there is positive intervention in place to support students.</p> <p>The Chair noted that if it is a timing point, the later the strike action the less impact it will have. AdL explained that the Unions will want to do it as soon as they can but have to give 10 days' notice. <b>ACTION:</b> The Committee asked for the outcome of the ballot when available.</p> <p>IV noted that it does look like the process has been done very reasonably and 100% pay for loss of holiday is not something that the College had to do, and five weeks continuous leave is significant and feels generous. IV asked about the impact on pensions and JJ confirmed this has been modelled.</p> <p>AdL noted that after each communication with the Unions all staff were emailed. Communications have been very reasonable, explained it is a good offer and noted that the SLT are open to talking with staff and the Unions. The business case is clear that there is a need for staff CPD and the impact of the business case is not being diluted. This is about improving the quality of what the College offers to students.</p> <p>IV noted AdL's point that it is likely that a proportion of staff will go out on strike. IV asked how many FE colleges have got active strike action taking place at the moment. AdL noted that she did not have any details to hand but strikes are common in the sector and are usually around terms and conditions. It was noted that the news may hit FE week because of the analogy with P&amp;O.</p> <p>The College have been reasonable and gone beyond the 45-day consultation. The Committee asked about the individual consultation. AdL explained that the collective consultation will end on Tuesday 10 May and individual consultations will commence with the letter going out shortly after this. It doesn't have a time period, but the College will give 10 days and offer a meeting. SLT is hopeful the number is quite small by that point.</p> <p>[AdL departs 18.40]</p>	AdL/ SC
6	<p><b>Leadership, stability, and continuity towards merger</b> Confidential item</p>	
7	<p><b>Any other business</b></p> <p><b>Recruitment for HCUC CEO</b> - IV noted that he was joining the recruitment panel for Darrell de Souza's replacement. There are four different meetings in the diary and the process concludes in the second week of June. There is the suggestion of an end of October date for DDS to depart but no firm date.</p> <p><b>Committee membership</b> – SRP Committee agreed to continue with the current membership with the exception of appointing a governor with curriculum experience. Chairs were contacted about whether they would like to increase membership on a limited basis with co-opted appointments. There has been no take up on it, but it was raised at the last Board meeting due to issues of quoracy. The Chair asked if more capacity is needed on committees?</p> <p>MS noted that it depends on what is the heavy lifting between now and October. JA noted that he was more comfortable with people who are aware, informed and committed committee members. <b>ACTION:</b> Chairs to consider and come back to SC with any requests.</p> <p>IV reported that AC has said he won't move over to take up his role on the new Board post-merger. It was agreed that knowing where HCUC have governance skills gaps and which members are coming to their end of terms of office is important.</p>	All

	<p><b>ACTION:</b> SC to follow up with Tracy Reeve on governor roles. If there are any further vacancies these will be taken to the RuTC Board.</p> <p><b>Alex Gallagher's attendance</b> – Alex has been contacted about nonattendance at ARC and Board meetings and has cited issues with work. This has been disruptive for ARC due to late notice of absence. <b>ACTION:</b> IV to have a call with AG around the commitment and support to ARC until dissolution.</p>	<p>SC</p> <p>IV/SC</p>
<p><b>8</b></p>	<p><b>Meeting dates for 2021-22:</b></p> <p>A further meeting can be scheduled if required. Currently the next meeting is scheduled for 27 September 2022.</p> <p>It was noted that CRPG has been taken out of the diary. The news from Clarion meetings is positive but there is nothing significant to report. 25 May is the earliest date for Clarion to meet with the Local Authority. The College will broker on the equitable % around occupancy with a view to coming to a resolution for both parties. JJ explained that this is the intent but has not yet taken place.</p>	

Meeting closed: 19.27