



**Extraordinary Search, Remuneration and Performance Committee**

**Monday 20 June 2022 18:00-19.00, Teams**

**Draft confidential minutes**

<b>Committee</b>	Sue Kingman (Chair); Ian Valvona; Mike Sutcliffe; Vincent Neate
<b>In Attendance</b>	Alison de Lord (Assistant Principal HR & OD & Estates)- available outside of the meeting for HR advice if required; Sarah Connerty (interim governance advisor); John Anderson (as available); Andy Chew (as available)
<b>Apologies</b>	

<b>Item</b>	<b>Item Description</b>	<b>Action</b>
<b>1</b>	The Chair welcomed colleagues to the meeting. Apologies received from Vincent Neate. John Anderson attended the meeting.	
<b>2</b>	<b>Declarations of interest</b> There were no declarations received.	
<b>3</b>	<p><b>Resignation of the acting CEO and next steps</b></p> <p>Confidential item</p> <p>1. <b>Role and JD</b></p> <p>The Committee discussed and the following points were raised:</p> <ul style="list-style-type: none"> <li>• The College would be recruiting on the strong assumption that the College is going to merge. It was agreed it is important to find a candidate who is right for this role but would also be able to deliver a standalone role</li> <li>• The current group Principal job description will be used and reviewed with the recruiters to ensure it is fit for purpose. The JD talks about a steady state Principal role and the complexities of the RuTC job and the importance of integration into a group structure are areas requiring further thought. It was noted that the Harrow Principal is operating under this JD and there is an equity consideration here</li> <li>• It would be an RuTC recruitment as a Principal with the offer coming out of from the HR department at RuTC</li> <li>• It was agreed that details around salary would be considered in consultation with the recruiters and HCUC, in line with the Board’s policy on senior post holder recruitment and being mindful of market demand and value for money. It is important to benchmark with the Harrow Principal while understanding that RuTC is in a different position with the capital project and quality improvement and will be moving into a group structure.</li> <li>• It was agreed that bringing RuTC into the Group is going to be a large part of the role for the RuTC Principal. The Committee asked what are HCUC plans for the senior management for integration and this is an area that will need to be considered at JSG</li> <li>• HCUC will be fully consulted on the role and have a representative on the panel. <b>ACTION:</b> IV will check with Nick Davies about the HCUC representative which is likely to be the Group CEO designate</li> </ul> <p>2. <b>Timetable for comms</b></p>	



	<p>Alex Gallagher – following AG’s concern about his ability to engage with the Board due to work pressures IV met with AG today. It was agreed that it is to the benefit to the College for AG to remain as a RuTC governor, subject to being an active member with the ability to attend key meetings. This will have a hard stop of 31 October 2022. It was agreed that it is important for the Board to remain as whole as possible until dissolution.</p> <p>Mohamad Armoush – The Head of Student Experience has reported that MA is no longer a member of the Student Council and further detail is awaited from JJ on the status of MA’s role at the College including his student governor role.</p>	
<p><b>6</b></p>	<p><b>Any other business</b></p> <p>MS noted that the quality recovery is a key aspect of the College and the Board need to be assured on this work and progress against it. The CQS Committee scheduled for tomorrow has been postponed today because the paperwork is not in place for the meeting. JJ has every confidence but from a Board perspective the Chair of CQS doesn’t feel confident when items such as the KPIs, costed curriculum plan and quality recovery updates from the deputy FEC are not available for the Committee to review. There were concerns raised at the February CQS Committee and then a good level of assurance was provided for the Committee in March. The Chair agreed noting that in the QIP/QRP the majority of items are red or amber which gave little confidence and it is the actions and what is being done to address shortfalls that the Committee needs to see. MS noted that there are no tangibles about what is happening with attendance.</p> <p>IV noted that it is right to be enquiring and late paperwork does lead to anxiety and makes the Board question if there are underlying concerns and whether there is a real grip on the quality recovery. In teaching and learning terms there is only so much that can be done at this point in the year but the Committee needs to see that everything that could have been done has been and evidence to demonstrate this.</p> <p><b>ACTION:</b> IV suggested that MS asks for a formal assurance meeting with Pauline Hagen present before CQS to ask for help to work through this. JJ is pitching for the mid-point for achievement and the Committee needs to show that it is really challenging at every point. MS agreed that direct intervention with a deputy FEC function prior to a CQS meeting would be beneficial.</p> <p>The Chair noted that the student voice paper refers to process but there is no information about what the students are saying. SC noted that a video has also been produced to show at the meeting which will go some way to demonstrate this.</p> <p>It was agreed that the paperwork and the level of synthesis are not good enough for the Committee to carry out its role.</p> <p><b>ACTION:</b> The Committee asked IV to speak to JJ and HCUC about interim cover for the RuTC Principal role if required in particular around quality to ensure that the Board can manage through this process when there is a gap in leadership.</p>	<p>MS/SC</p> <p>IV</p>
<p><b>7</b></p>	<p><b>Meeting dates for 2022-23:</b>          Tuesday 27 September 2022          Wednesday 30 November 2022 (18.00 starts)          Meeting dates were noted.</p>	

Meeting closed: 19.20