



Minutes of the meeting of the Remuneration Committee held on Monday, 6th October 2008

Members Present: Mr A V Astling
Mr T Bagley
Mrs B H O'Connor

In Attendance: Mr L Williams (Principal)
Ms J Boardman (Clerk)

- Item 1 Appointment of Chair and Deputy Chair of the Committee**
- 1.1 Nominations were invited for Chair of the committee for 2008/09. Mr V Astling was nominated and his nomination seconded. There were no other nominations.
- 1.2 **Resolved:** That Mr V Astling be appointed as Chair of the Committee for the 2008/09 academic year.
- 1.3 Nominations were invited for Deputy Chair of the committee for 2008/09. Mrs B H O'Connor was nominated and her nomination seconded. There were no other nominations.
- 1.4 **Resolved:** That Mrs B H O'Connor be appointed as Deputy Chair of the Committee for the 2008/09 academic year.
- Item 2 Apologies for absence and confirmation of quorum**
- 2.1 Apologies had been received from Mr L Avery. The Clerk confirmed that a quorum was present.
- Item 3 Declarations of Interest**
- 3.1 The Clerk declared an interest in Items 9 and 10.
- Item 4 Minutes of the Senior Staff Remuneration Committee held Thursday 1st May 2008**
- 4.1 The minutes of the meeting of the Senior Staff Remuneration Committee held on 1st May 2008 were agreed as a true record and signed by the Chair.
- Item 5 Matters arising not otherwise on the agenda**
- 5.1 There were no matters arising not otherwise on the agenda.

- Item 6 Committee’s Annual Report 2007/08**
- 6.1 The Clerk explained that the purpose of the Committee’s Annual Report 2007/08 was to remind members of the issues dealt with during the previous year and to ensure that current issues were followed up. She invited members to suggest any changes they wished to make to the content of the report. Members considered the report.
- 6.2 **Resolved:** To recommend the Corporation to approve the Committee’s Annual Report 2007/08.
- Item 7 Committee’s Terms of Reference**
- 7.1 The Clerk explained that it was good practice to review committee terms of reference every year. She invited members to suggest amendments.
- 7.2 Members considered the draft Terms of Reference for the Remuneration Committee.
- 7.3 **Resolved:** To recommend the Corporation to approve the Terms of Reference for the Remuneration Committee.
- Item 8 Deputy Principal**
- 8.1 This item is recorded in a separate confidential minute.
- Item 9 Senior Post Holders’ 2007/08 and Targets 2008/09**
- 9.1 Parts of item 9 are recorded in a separate confidential minute.
- 9.2 Members considered the Deputy Principal’s performance against targets for 2007/08. They agreed that he had met them insofar as they were within his power and commended his hard work and professionalism.
- 9.3 Members considered the Clerk’s performance against targets for 2007/08 and agreed that they had been achieved except for “Bring forward proposals for good governance” which remained to be actioned following the outcome of the Away-Day.
- 9.4 The Chair expressed the view that the Principal had made an extraordinary start at the college. Governors in their 1:1 meetings with him had confirmed that the Principal had been very much the right appointment. The Chair commended the Principal’s management of the Away-Day.
- 9.5 Members considered and discussed with the Principal his proposed targets for 2008/09. They agreed that Objective 1 should be amended to link the target to the outcome of the Away-Day in relation to the Strategic Plan and Tactics. In relation to Objective 6 it was noted that each Committee should decide what information it required and the Committee Chairs would report back to the Chair at the end of the year.
- 9.6 **Resolved:** To recommend the Corporation to approve the Principal’s targets for 2008/09, subject to the amendment to Objective 1 referred to in minute 9.5.

9.7 Members considered and discussed with the Clerk her proposed targets for 2008/09. The accurate and timely production of papers and minutes was agreed. The Clerk was asked to prepare targets relating to good and outstanding governance to reflect the outcome of the Away-Day, which members of the Committee would review before the Corporation meeting on 23rd October 2008.

Item 10 New Senior Post Holders' Disciplinary Procedures

10.1 Members considered the updated AoC Disciplinary Procedure for Senior Post Holders and associated Suggested Terms of Reference for Appeals Procedures.

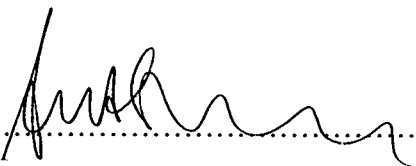
10.2 **Resolved:** To recommend that the Corporation adopt the updated AoC Disciplinary Procedure for Senior Post Holders and the associated Suggested Terms of Reference for Appeals Procedures.

Item 11 Any other business

11.1 There were no items of other business.

Item 12 Date of the next meeting

12.1 It was agreed that meetings of the Committee should be arranged at the beginning of the Spring and Summer terms to review the Principal's and the Clerk's progress against targets.

Signed  Dated 11 February 2008