

Minutes of the Remuneration Committee Meeting on Thursday, 21st May 2009

Members Present: Mr A V Astling (Chair)
Mr T Bagley

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

Item 1 Confirmation of quorum and apologies for absence

1.1 The Clerk confirmed that a quorum was present. Apologies had been received from Mrs B H O'Connor.

Item 2 Declarations of Interest

2.1 The Clerk declared an interest in Item 6 - Clerk's Hours.

Item 3 Minutes of the Remuneration Committee Meeting held on 11th February 2009

3.1 The minutes of the Remuneration Committee meeting held on 11 February 2009 were agreed as a true record and signed by the Chair.

Item 4 Matters arising not otherwise on the agenda

4.1 There were no matters arising not otherwise on the agenda.

Item 5 Principal's and Clerk's Targets: Review of Progress

5.1 Principal's Targets

5.1.1 The Principal drew members' attention to the following key changes since the last review of progress:

- Objective 4 - there had been further improvements in the college's performance against all LSC income targets. The college was now on course to achieve at least 97% of both the adult responsive and employer responsive allocations.
- Objective 7 - following the recent changes to LSC capital funding, the original objective to submit an application in principle to the LSC for the college's capital project was no longer appropriate. The college had adopted a new phased approach based on a scaled down project which still followed the agreed strategy. The new proposals would be presented to the Corporation meeting later that day.

5.1.2 The Chair asked for an update on Objective 5, the collaborative trust with local education partners. The Principal reported that the Director of Student Support had met the heads of all the schools involved. A delivery plan for 2009/10 had been prepared and the parties were ready to launch the next phase in detail.

- 5.1.3 The Chair asked the Principal to amplify the comment under Objective 1 "staff morale remains high", bearing in mind the college reorganisation. The Principal confirmed that in his recent meetings with staff, attitudes had been positive and the issues they had raised had been quite low level. The college had achieved Investors in People re-accreditation. A staff satisfaction survey was being conducted for the first time by external consultants, who would benchmark the results against other participating colleges. It was likely that staff satisfaction in some areas would be lower than had previously been indicated from the college's internal surveys.
- 5.1.4 The Chair agreed to consult governors about the Principal's performance under Objective 6 in his 1:1 meetings with them.
- 5.2 Clerk's Targets
- 5.2.1 The Chair agreed to consult governors about the Clerk's performance under Objective 2 in his 1:1 meetings with them.
- 5.2.2 The Clerk confirmed that there had been progress on Objective 3. After the appointment of Mr P Gardner there were no vacancies on the Corporation. The Principal confirmed that the governors had a good level of engagement. It was clear that they read the papers, they were challenging and supportive.
- 5.3 **Resolved:** To note the year to date performance of the Principal and Clerk.

Item 6 Clerk's Hours

- 6.1 The Chair asked the Clerk whether the work she had carried out between November 2008 and April 2009 had been typical. The Clerk explained that she had not been involved in any unusual work of a one-off nature, such as an Ofsted inspection, a merger or changes to senior post holders. She had become involved in new work concerned with good governance, which she expected to continue.
- 6.2 Mr Bagley asked whether the LSC funding changes would have an effect on staffing. The Principal explained that these were more likely to affect management than the Clerk.

The Clerk left the meeting.

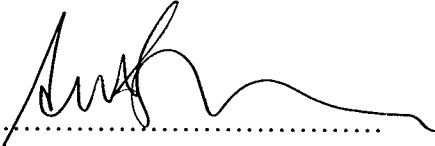
- 6.3 Members considered the proposed increase in the Clerk's hours.
- 6.4 **Resolved:** To recommend the Corporation to increase the Clerk's hours from 3 to 4 days per week with effect from 1 June 2009.

Item 7 Any other business

- 7.1 There were no items of other business.

Item 8 Date of the Next Meeting

- 8.1 The date of the next meeting would be arranged in next year's calendar.

Signed  Dated 23 November 2009