

CARDINAL NEWMAN COLLEGE

BOARD OF GOVERNORS – REMUNERATION COMMITTEE

A meeting of the above Committee was held at 3.15 p.m. on Wednesday 25 January 2017 in the Conference Room at the College.

Members present:

Richard Ainscough
Peter Halpin
Len Hampson
Adrian Metcalf
Helen Seechurn

Officers in attendance:

Bob Deed, Clerk
Nick Burnham, Principal

MINUTES

1 Opening prayer

The meeting commenced with a prayer.

2 Welcome, introductions and apologies

Apologies have been received from Father Luiz Ruscillo.

3 Declarations of interest

There were no declarations of interest.

4 Minutes of the last meeting

The Minutes and Reserved Minutes of the meeting of the Committee held on Wednesday 12 October 2016 were agreed as a true record subject to the inclusion of Adrian Metcalf on the list of those present.

5 Matters arising from the minutes

There were no matters arising from the Minutes of Wednesday 12 October 2016.

6 Risk register: termly update

The Committee noted the risk register in relation to senior postholders.

7 Draft Disciplinary Policy for Designated Senior Post Holders

The Clerk introduced the draft revised Disciplinary Policy for Designated Senior Post Holders which had been prepared by the HR Manager and then reviewed by the College solicitors to ensure compliance with legal requirements including the Instrument and Articles of Government. The Clerk noted that previously the College had a very short document which referred to the Instrument and Articles rather than a policy or procedure in itself.

Governors discussed the role of the Governing Body in agreeing procedural documents. The Clerk confirmed that in general the Governing Body only considered policy documents, there were documents of procedural nature which required approval by Governors, including matters relating to safeguarding, human resources and governance.

The Committee agreed to recommend the Draft Disciplinary Policy for Designated Senior Post Holders to the Governing Body.

8 Determination of any items to be treated as Confidential

There were no items which required treatment as Confidential.

9 Date and time of the next meeting

The next ordinary meeting of the Committee is scheduled to be held on Wednesday 10 May 2017. Time to be confirmed.