



## **PEOPLE COMMITTEE**

**WEDNESDAY 7 MARCH 2018**

**Report:** Minutes of the meeting held on Wednesday 11 October 2017  
**Author:** Clerk  
**Action:** Approve  
**Status:** Open

**Present:** Emily Cox (Chair)  
Judith Doyle (Principal)  
Nick Hurn  
Mark Thompson

**In attendance:** Emma Moody (Clerk)  
Suzanne Clark (Minutes)

### **P/73 Chair's welcome and apologies**

The Chair welcomed all to the meeting. Apologies were received from Chris Macklin.

No members declared any conflicts of interest at this stage, but were reminded to declare any such conflicts that were raised throughout the meeting.

### **P/74 Lunch briefing with College staff to discuss learning and development**

The Chair of the People Committee welcomed the group to the meeting and explained that the Committee were very interested in speaking to a group of College staff to find out their views on learning and development at Gateshead College.

A separate record of this discussion is held on file.

Following the discussion Committee members commended the Executive Team on work done to date.

Staff have embraced the College's strategy and the discussion showed that the staff have trust in the College's leadership. The Chair felt that staff were highly engaged and she had learnt a huge amount about the impact of the College's People Strategy from the discussion.

The discussions showed a very good ethos and culture. Learning and development appeared to be a great combination of both internal and external CPD. The group of staff had shown a great understanding of the College strategy. The Clerk commented that the majority of the group had been with the College for a long period of time which had included significant times of change but were still very engaged.

A member added that he was very pleased and impressed as a result of the discussion. He felt that the discussion showed that succession planning was working well and the

group demonstrated a great team culture. The Principal felt that the introduction of the one college model approximately four years ago had seen a very positive change.

**P/75 Minutes of the meeting dated Wednesday 17 May 2017**

The minutes of the meeting held on Wednesday 17 May 2017 were agreed as a correct record.

**P/76 Matters Arising**

There were no matters arising that were not covered on the main agenda.

**P/77 Review of Terms of Reference for People Committee**

The report was presented by the Clerk.

The following changes were suggested to the Terms of Reference:

- Director of Student Experience to be included on the Committee as the member of staff responsible for Equality & Diversity, working closely with the Director of People and Organisational Development.
- Quorum to be updated to three but two members present must be elected members.

The Committee discussed the requirement for a set of KPIs to be reported back to the Board to ensure proper oversight of the work in this quadrant. The Chair suggested that a paper be brought to the next meeting outlining possible metrics to be reported on. The Principal stressed that metrics needed to be standardised across all Committees to be presented to the Board and that there needs to be a strategic focus.

The Committee discussed item 6.2, and the specific reference to act as an appeal body as required for dismissal and grievances. The Chair had some reservations in relation to this being delegated to the Committee. It was agreed that the provision would be removed. The Director of People will check the College's grievance policy and ensure that it does not conflict with the Terms of Reference.

***Action: Suggested KPIs to be shared at the next meeting that can be reported back to the Board of Governors.***

***The terms of reference will be updated and presented to the Board of Governors for approval at the next meeting.***

**P/78 People Mean Business**

The report was presented by the Director of People and Organisational Development.

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION.**

***The report was noted.***

**P/79 People Strategy**

The report was presented by the Director of People and Organisational Development.

***The strategy was approved.***

**P/80 Any other business**

There was none.

**P/81 Date of next meeting**

The date of the next meeting was confirmed as Wednesday 17 March 2017 at 12.30pm.