
MINUTES OF THE FIFTY NINTH MEETING OF THE STAFFING COMMITTEE OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN THE BOARDROOM, LIMAVADY CAMPUS COMMENCING AT 1700.

PRESENT: Mrs R Dougherty, Vice Chair
Dr N Hand
Mr L Murphy, Principal and Chief Executive

IN ATTENDANCE: Mrs K Duffy, Director of HR & Learner Services
Mrs É Doherty, Governance Secretary

The Vice Chair welcomed everyone to the meeting and declared the meeting open.

59.1 WELCOME & APOLOGIES

Apologies were received from Mr P Laughlin and Mrs C McFarland.

59.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF AOB

There were no conflict of interest declarations. There were no declarations of any other business.

59.3 DRAFT MINUTES OF THE COMMITTEE MEETING HELD ON 11 FEBRUARY 2019

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Draft Minutes of the Committee Meeting held on 11 February 2019

The Draft Minutes were taken as read and agreed were a true and accurate record of the meeting.

PROPOSED: Mr L Murphy

SECONDED: Dr N Hand

59.3.1 MATTERS ARISING

58.5 HR Services Management Report – Staff Appraisals

Agreed Action; Referred to the Head of Department for explanation and action plan on outstanding appraisals.

Update: Report tabled – Department of Science, Technology and Creative Industries regarding outstanding appraisals. Members discussed the tabled report and acknowledged that it was useful to see the current position.

AGREED ACTION; Action Plan requested with evidence of progress.

59.4 CHAIR'S BUSINESS

The Vice Chair wished to congratulate the College on receipt of a prestigious national education award, the Association of Colleges' Beacon Award in recognising the outstanding contribution made by its innovative and unique Careers Academy, rewarding those that go above and beyond in providing high-quality technical and professional education.

The Principal added it was a testament to the sterling work taking place by the Careers Academy Team. It is an outstanding accolade not only for the College but for the City and region.

The Vice Chair invited Mrs K Duffy, Director of HR & Learner Services to present her Management Report to the Committee.

59.5 HR SERVICES MANAGEMENT REPORT – Mrs K Duffy, Director of HR & Learner Services

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

- Appendix 1 - Recruitment Update
- Appendix 2 - Appointments & Leavers
- Appendix 3 - How Are You?
- Appendix 4 - Safeguarding Report

➤ **TABLED TO ALL MEMBERS**

Legal Cases

The Director reported that a total of 15 recruitment exercises have been completed since the last Committee meeting with 41 posts currently in the recruitment process. There has been a significant increase in applications through the online recruitment portal mainly due to advertising on social media and the user friendly application form. Recruitment evenings are being held in rural community groups to attract applicants for part-time lecturers on the Community Outreach Education Register.

Members noted the Appointments and Leavers Report and the Director provided an update on the legal cases. The Director reported that the Health & Wellbeing programme continues with a recent 5K run organised to raise funds for the College's nominated charity, Foyle Search & Rescue. To date both staff and students have exceeded the goal of £10,000 being raised.

Data provided on Sickness reports highlight that sickness rates continue to increase for support staff, actions are ongoing to help address this.

The College has proposed a partnership with Foyle Hospice to ensure staff and students on a regular basis donate clothing and other items to their charity shops and in turn, Foyle Hospice will ensure those identified by the College to be suffering severe hardship can access clothing free of charge from their shops.

Recent policies have been approved as a result of policy updates; Public Information Guidelines; Data Breach Management Procedure and Audio Recording Policy.

The Director referred to the Safeguarding Report which highlighted that depression and anxiety are amongst the most common issues affecting students, the Safeguarding Team are continually working towards promotion of positive mental health and wellbeing.

Discussion followed on IIP, the assessor will undertake a strategic review with the intention that a full assessment will take place in 12 months.

The Vice Chair thanked Mrs Duffy for her report.

59.6 CORRESPONDENCE

There was no correspondence.

59.7 ANY OTHER BUSINESS

There was no any other business to discuss.

59.8 RESERVED BUSINESS

This item will be brought forward to the next Committee meeting.

Date of Next Meeting; 10 June 2019

That being the end of College business the Chair thanked everyone for attending and closed the meeting at 1810.

Signed: _____ Vice Chair
Mrs R Dougherty

Date: 11 June 2019

APPROVED