NORTHERN REGIONAL COLLEGE

STAFFING COMMITTEE

Minutes of the meeting of the Staffing Committee held on 12 December 2011 at the Newtownabbey Campus, Northern Regional College.

Present Mr S Davidson (Chairperson), Mr T Neilands (Director), Mr I Goldsworthy and Mrs C Taylor

In Attendance Mrs B Crotty, Mrs B Laverty and Mr J Hunter.

UNRESERVED BUSINESS

21.1 Apologies

Apologies were received from Mr R Jay and Rev T Jamieson. It was noted that a Member had advised the Secretary that he had been unable to attend the meeting as a result of a change of location. The decision, he stated, had been taken without the full consultation of Members of the Committee. It was noted that changes to the Calendar of Meetings were only made in exceptional and unavoidable circumstances.

21.2 Declarations of Interests

There were no declarations of interest.

21.3 Minutes of the Last Meeting

The unreserved minutes of the meeting of the Staffing Committee held on 8 November 2011 were approved.

21.4 Matters Arising

There were no matters arising.

21.5 Chairperson's Communications

There were no Chairperson's communications.

21.6 Correspondence

There was no correspondence to report.

21.7 Investors in People Award

The Committee was reminded that the Investors In People Final Report had indicated that the College does not currently meet the standard required for the award of IIP and the assessor has recommended two development areas: Learning and Development; and People Management, Effective Management and Performance Management.

The Committee received a copy of the IIP Action Plan, which addresses the development areas specified by the assessor. It was noted that the College had a 12-month period to implement the recommendations of the assessor; a progress Report would be submitted to the Committee in May 2012. The Chairman referred to the implementation of the staff appraisal scheme across the College, which was linked to one of the development areas. The Director stated that details of the staff appraisal process would be reported to the next Staffing Committee meeting on 31 January 2012.

21.8 Any Other Notified Business

21.8.1 Driving Excellence – Deloitte Leadership and Management Programme

The Director advised Members that the evaluation of the Programme would be provided for a future meeting of the Committee.

There was no other notified business.

21.9 Next Meeting

The Chairman reminded Members that the next meeting of the Committee would be held on Tuesday 31 January 2012 at the Ballymena Campus commencing at 7.00 pm. It was noted that the Committee would join the Finance and General Purposes Committee for a joint discussion of a number of issues.