



THE CORPORATION  
OF  
THE SIXTH FORM COLLEGE, COLCHESTER

**Minutes of Remuneration Committee Meeting No. 2  
18<sup>th</sup> September 2020**

Chair: M Atherton /N Gerrard  
Members Present: N Gerrard, A Beatty, D Morran, M Atherton  
In Attendance: K Finnigan (Corporation Chair)  
Clerk: T Johnson

**2.1 Apologies for Absence**

2.1.1 Apologies were received and accepted from J Leslie

**2.2 Appointment of Chair**

- 2.2.1 N. Gerrard was unanimously appointed as Chair of the Committee, for the ensuing year
- 2.2.2 J. Leslie was unanimously appointed as Vice Chair of the Committee, for the ensuing year.

**2.3 Any Other Business**

It was agreed to discuss agenda item 2.8 – Corporation Annual Report and Corporation Annual Statement, before item 2.7 – *Senior Post Holder, Performance, Pay and Conditions of Service*

**2.4 Declarations of Interest**

- 2.4.1 No governor declared an interest in any item on the agenda.
- 2.4.2 The Clerk declared an interest in agenda item 2.7 - *Senior Post Holder, Performance, Pay and Conditions of Service*, and would therefore withdraw from the meeting for the duration of the item. In accordance with the committee terms of reference, the committee appointed M. Atherton to be committee clerk for the duration of item 2.7.

**2.5 Determination of Confidential items**

- 2.5.1 All matters under agenda item 1.7 were deemed confidential due to personal sensitivity
- 2.5.2 D.Morran in the capacity of Chair of the Corporation 2019-2020, had in advance of the meeting circulated to committee members two confidential documents [2.5.2.A/2.5.2B]. The documents detailed the performance management reports

and salary review recommendations for Senior Post Holders (Principal & Clerk). It was agreed that the two documents should remain confidential to committee members and discussed under item 2.7.

## **2.6 Minutes of the Previous Meeting**

2.6.1 The minutes of meeting No.1 held 11.10.2019, were confirmed as true record of the meeting.

2.6.2 The confidential minutes of meeting No.1 held 11.10.2019, were confirmed as true record of the meeting.

*At this point it was agreed to discuss agenda item 2.8*

## **2.7 Annual Report to the Corporation [agenda item 2.8]**

2.7.1 The draft report presented for approval was considered. The following points were explicated;

It was agreed that the SFCA workforce survey would provide the required benchmarking information re comparator colleges for the 2019-2020 year. It is not known how relative the survey will be in future years due to the dwindling number of Sixth Form Colleges (due to SFCs merging or converting to Academy status (outcomes of area reviews) and the unknown of the FE white paper). Concern, was expressed that a smaller group of colleges would not provide a reasonable comparison i.e. too small a representation of colleges with similar workforce/student cohort size and funding and may therefore, give a distorted view of senior post holder remuneration.

It was noted that the SFCA umbrella now encompasses a significant number of 16-19 academies. Although the academy sector would provide a larger cohort of colleges from which to benchmark, these colleges would not be 'like for like' in terms of funding or setting. It was agreed that the Committee would need to take a pragmatic view re which remuneration benchmark(s) could most fairly and usefully be used prior to drafting of the committee's 2021 annual report.

**Action: Committee**

It was agreed that the Clerk should input the required information once the SFCA workforce survey is published.<sup>1</sup>

**Action: Clerk**

The report will be presented to members at the October Corporation meeting, in order that the Corporation's annual remuneration statement can be drafted for inclusion in the financial statements.

**Action: Clerk**

*10.50 am – the Clerk withdrew from the meeting*

## **2.8 Senior Post Holder Performance, Pay and Conditions of Service**

[agenda item 2.7]

2.8.1 Performance Management - [Confidential minute 18.09.2020]

---

<sup>1</sup> Following enquiries, the SFCA have confirmed that the survey will not be released until early November 2020.

2.8.2 Salary Review - [Confidential minute 18.09.2020]

*There being no other business the Chair closed the meeting at 11.15 am*

---

*These minutes were approved by the Remuneration Committee 17<sup>th</sup> September 2021*

*[Minute No. 4.5(i)]*

---