



Business Committee Minutes

Meeting	Business Committee	Date	10 August 2021
Location	Virtual via Microsoft Teams	Time	9.30am
Membership	Tim Kent [Chair], Charles Buchanan, Gail Clarke, Joanna Worby, Graham Razey (CEO), Gregg Skinsley-Stephens		
In Attendance	Simon Smith, Chief People Officer (SS) Sharon Hollingsworth, Director of Governance (DG) Nicole Leader, Minute Clerk		

	ITEM	COMMENTS	ACTION
1	Welcome and Apologies	The Chair welcomed everyone to the meeting. There were no apologies to note.	
2	Declarations of Interest	There was no declaration of interests reported other than those already standing.	
3	Revised Gender Pay Gap Report (2019-2020)	The Chair thanked SS for the updated report and requested that thanks from the Committee are passed along to the HR team members involved in producing the updated Gender Pay Gap Report. SS reminded the Committee that the HR system had previously produced an automated Gender Pay Gap Report which was the version being published in the past. The HR system had automatically made assumptions regarding data that was not fit for purpose and it was this that had led to the flawed data being produced. SS assured the Committee that a revised set of data reports had been produced following a lengthy period of 'line by line' data auditing by the HR Team. The data being presented by SS	

	<p>within his report is accurate. SS gave apologies for the misinformation provided in the June 2021 meeting.</p> <p>A Governor commented that the data for 2019 on the website is different to that being reported in the meeting. SS confirmed that the data he was reporting will be re-formatted into the final published version in advance of the Government submission deadline of 5th October 2021.</p> <p>A Governor asked if the male rate is higher than females. SS confirmed and stated that we attract more females to the organisation but to the lower quartile roles and therefore we need to look at strategies to progress females through the organisation.</p> <p>A Governor asked to confirm if the report was based on hourly rate. SS confirmed this.</p> <p>The Committee requested data by Mean and Median rates by quartile. SS explained that this data is not currently available but will look at providing it in the future.</p> <p>A Governor questioned how the Committee recognises trans gender and non-binary. SS advised that where gender is not clear or not known this would be removed from the data.</p> <p>A Governor commented that we are balanced at tier three but could improve at tier two.</p> <p>Governors reflected on the presented Gender Pay Gap Comparison data; it was suggested that comparison to Weston College would be useful as they are second biggest provider for high needs students.</p> <p>A Governor commented that the data needs to be reported to the Committee earlier in the year rather than later to enable swift actions to be taken. The Committee agreed and requested that the data should be presented as soon as possible after the cut off point.</p> <p>A Governor commented on the Action Plan and questioned whether there should there be an action on recruiting more males. SS agreed and confirmed that advertising to a wider audience is included in People strategy.</p>	<p>SS</p>
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		<p>The Committee agreed that the Audit Committee should be requested to look the systemic issues within the HR reporting system as part of their remit.</p> <p>DG reminded the Committee that at the Full Governing Body meeting on 6 July 2021 the Board agreed to delegate authority to the Business Committee to enable the Committee to approve the Gender Pay Gap Report 2019-2020 and the publishing of the data, as required.</p> <p>Resolution: The Committee approved the Gender Pay Gap Report 2019-2020 and agreed the publishing of the data in advance of the government submission deadline of 5 October 2021</p>	DG
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There being no further business the meeting closed at 9.54am

Signed: 

Print: TIM KENT

Date: 25/11/2021