

Belfast Metropolitan College Human Resources Committee held 3.00pm Wednesday 9 June 2026 in TQ Board Room and via MS Teams

Committee Members: Lauren McAteer (Chair); Damian Duffy, Michele Corkey, Sheena McKinney, Seamus McGoran, Sinead Sharpe, and Rose Byrne.

Management: Paula Graham, Director of People and Culture (DPC); Stephanie McCormack, Head of Human Resources (HHR), and Kathryn Mallon, Culture and Engagement Lead (HR).

External: Neil Hughes, Grant Thornton for item HR55 25-26

Secretary to the Governing Body: Jim Woods

**HR49
25-26**

Quorum, Apologies, Welcome, Conflicts of Interest, Notice of AOB and Leadership Culture

Quorum: The meeting was quorate under the terms of Section 6.2 of the Terms of Reference for the Human Resource Committee (approved 11 December 2024 GB31 24-25) (2 Governors).

Apologies: There were no apologies

Welcome: Kathryn Mallon who is in attendance from HR.

Conflicts of Interest:

There were no perceived, potential, or actual conflicts of interest under the terms of Section 8.1 of the Belfast Metropolitan College Governing Body Standing Orders.

AOB: There were no notified items of any other business.

Leadership Culture was reiterated as: *Creative and Courageous Conversation in an 'atmosphere' OR 'culture' of challenge and respect in line with our Code of Conduct.*

Agenda Item	
HR50 25-26	Minutes of the meeting held on 10 March 2026 The Committee considered and approved minutes of the previous meeting held 10 March 2026.
HR51 25-26	Matters Arising from the minutes of the meeting held on 10 March 2026 There were no matters arising that were not covered by the agenda.
HR52 25-26	Governance Guidance and Information There have been no updates reported.
HR53 25-26	Notification of change to the internal control environment under Section 12d of Governing Body Standing Orders 11 December 2024 No changes were recorded.
HR54 25-26	Chair's Business The chair explained that the Committee would go through the agenda, deferring the item on Cultural Audit and Employee Survey to later in the meeting as it was the substantive item. There was also a closed session at the end of the meeting, those in attendance will leave for that item.
HR56 25-26	Quarterly Metrics Report, Headlines and Analytics The reports were presented as read; there were no further comments. The Committee noted the update
HR57 25-26	FE Sector HR Working Group Update The FE Sector HR Working Group Update, which had been circulated as part of the papers. Members went through the report in detail clarifying that T Wright was an LRA representative. In relation to members workload, the response to a survey was so low that the data could not be extrapolated. Leigh Campbell SRC is chairing the group providing it with a narrower focus. Members were advised that the first cohort of the Leadership Programme had commenced with a very informative session deliver by David Sterling. To date there had been very positive feedback from all 12 participants. Sinead Sharpe joined the meeting at 3:20 A discussion ensued as to whether people management should be a dedicated module or something that permeated all modules. It was suggested that a reflection of the first cohort after the six modules had been completed might inform the debate. A detailed discussion took place on the Grievance and Disciplinary policy which is being reviewed by a Committee Chaired by L Campbell SRC. The full version will be approved by CEF which is made up of the Principals and Chairs.

Agenda Item	
	It was agreed as an action that members of the Belfast Met Governing Body should be canvassed for their views on the policy so that the Chair and Principal is informed. The Committee noted the update
HR55 25-26	Cultural audit and employee survey Neil Hughes of Grant Thornton joined the meeting at 3:25 for this item, taking members through slides which had been circulated with the papers. He quickly took members through his background, Grant Thornton's approach to a Cultural Audit focusing on the outcomes of the cultural audit, the Cultural Maturity Index and what the data is telling us. Members were advised that the data from the survey was part of the exercise used to establish base data. Qualitative data from the focus groups and weighting were applied to assess the outputs along seven domains. There was a focus on the Culture Maturity index which showed the following domains as performing ➤ Purpose, Valued and Connection ➤ Inclusion, Belonging and Respect ➤ Learning Growth and Development ➤ Change Readiness and Future Confidence The following domains were classified as developing with score of 60% and above: ➤ Performance, Recognition and Accountability ➤ Leadership and Trust ➤ Collaboration and ways of working Neil Hughes reported on a recent session when he delivered the results of the survey to the College senior leadership team. He sensed that the leaders were positive about embracing the changes necessary to make improvements in all the domains. Sector comparisons showed that the results were consistent albeit that responses to the survey were much better within the College. Members concluded that the three domains where improvement should focus are all around behaviours. The survey results should be issued and get into the operating rhythm of the organisation. There will be a focus on monitoring and tracking improvements and resetting the standards of management. The Committee noted the outcomes of the Cultural Audit and sought tracking through the people strategy as a regular item on the Human Resources agenda.
HR58 25-26	Any other Notified Business There was no other notified business.
HR59 25-26	Meeting feedback The Committee confirmed with the Chair that the conduct of this governance meeting provided evidence of the Governing Body's commitments as set out at HR49 25-26 above.

Agenda Item	
HR60 25-26	Date of next meetings for the Governance Programme 2026-27: 15 September 2026
	At 4:47 SMcC and KM who were in attendance left the meeting ahead of one further item.
HR61 25-26	Closed session of the Human Resources Committee (i) Recruitment Update DPC updated members on the recruitment of the two Directors within the College (ii) Interim Budget allocation P&CE informed members that an interim allocation has been received which was 94% of the allocation received for 2025-26. There is no provision for redundancy and a limited ability to save funds some three months into the financial year. The trade unions have been briefed. A sector response will be provided to DfE. The Committee noted the update.

The meeting ended at 5:10

Governing Body Attendance Report and Governing Body Member Assessment 2025-26	
Participation at HR14 25-26 Human Resources Committee 10 March 2026.	
In-person at TQ Boardroom	via MS Teams
Lauren McAteer	Michele Corkey
Sinead Sharpe	Rose Byrne
Damian Duffy	Sheena McKinney
Seamus McGoran	

Date: 15 September 2026

L McAteer

Chair Human Resources Committee