

MINUTES OF THE REMUNERATION COMMITTEE MEETING HELD ON 13 MAY 2024 AT 4:00PM.

MEETING HELD ON TEAMS.

PRESENT:

Sandra Heidinger	Committee Chair
Maureen McKenna	Board Member
David Newall	Board Chair
David Watt	Board Member

IN ATTENDANCE:

Jon Vincent (JV), Principal (left the meeting at 4.30pm to allow the discussion and decisions)
 Lorraine McGaw (LMcG), Assistant Principal: Human Resources (left the meeting at 4.30pm to allow the discussion and decisions)
 Gillian Murray, Interim Clerk to the Board (Minute Taker)

24.01	WELCOME AND APOLOGIES	
	The Committee Chair welcomed everyone to the meeting.	
24.02	DECLARATIONS OF INTEREST	
	Both Jon Vincent and Lorraine McGaw declared an interest in the discussion about Senior Management pay. It was agreed that it was appropriate for the Principal and Assistant Principal to contribute to general discussions pertaining to senior management as ‘a class’ but not to discussions concerning their individual roles. It was confirmed they would be asked to leave the meeting for the final part of the discussion by Committee members only.	
24.03	MINUTES OF MEETING HELD ON 11 OCTOBER 2023	
	The minutes of the last meeting were approved as an accurate record. These minutes will now be published.	
24.04	MATTERS ARISING/ACTION GRID	
	The Committee discussed updates to the action grid and it was noted that all actions had now been completed.	
	SH noted that the Board had been provided with a verbal update on Remuneration Committee’s previous pay decision but that the Annual Report to the Board on Remuneration Committee business remained outstanding. SH was happy to work with the Interim Clerk on the Annual Report prior to SH demitting office from the Board in July.	GM/SH
24.05	SENIOR LEADERSHIP TEAM PAY CONTEXT AND BENCHMARKING	

24.06	PAY AWARD HISTORICAL DATA	
	<p>L McGaw spoke to the report providing details of the context in which the Senior Leadership Team’s pay award is being considered including the financial challenges facing the College. The report also provided details of inflationary measures, the Scottish Government Public Sector Pay Strategy, historical data on pay awards, national bargaining discussions, benchmarking information on senior pay within a range of other Scottish Colleges, median/Principal pay ratios and the gender pay gap.</p> <p>It was confirmed that the pay award under consideration covered the period 1st September 2023 until 31st August 2024.</p>	
24.07	SLT FEEDBACK – PERFORMANCE REVIEW	
	<p>J Vincent provided an update on the implementation of Performance Review for SLT. Performance across SLT was positive despite a challenging and changing environment. It was noted that all SLT had appraisals in place in the format recommended by the Remuneration Committee. All appraisals were up to date and were being monitored. J Vincent provided an update on structural changes within SLT over the last year highlighting changes to workstreams and areas of responsibility.</p>	
	J Vincent and LMcGaw left the meeting at 4.30pm	
	The Committee discussed items 24.05, 24.06 and 24.07.	
	<p>D Newall informed the Committee that he had carried out the Principal’s appraisal and confirmed that despite it being a particularly challenging year, the Principal had continued to perform to a high level.</p> <p>The Committee discussed in detail the available information and, recognising the financial challenges facing the College and the current position with regard to national bargaining, agreed the following: -</p> <ol style="list-style-type: none"> 1. The Committee noted it was required to have regard to the Public Pay Sector Strategy but was not bound by it. It was agreed, given the challenging environment in which the Senior Leadership Team has been operating, current inflationary measures, the need to continue to motivate the senior team who had performed well under difficult circumstances, a departure from the Public Pay Sector Strategy might be warranted. 2. After considering the range of contextual information provided, it was agreed that a 2% pay award should be awarded from 1 September 2023, subject to a further modeling exercise being done on the total costs 	

	<p>(including on-costs) to be provided by L McGaw as well as the EIA noted at 24.08 below.</p> <p>3. Given the anticipated challenge of attracting senior team members within some areas of specialism, a separate market pay policy may need to be developed and be returned to Remuneration Committee for approval.</p> <p>4. The comparator information on senior pay within a range of benchmark Colleges had been useful contextual information but required further thought on how more up to date information might be obtained and with Remuneration Committee having a greater future involvement in choosing the benchmark Colleges.</p>	<p>SH/LMcG</p> <p>LMcG/SH</p> <p>New Chair./LMcG</p>
24.08	EQUALITIES IMPACT ASSESSMENT ON DECISIONS MADE	
	It was agreed that S Heidinger will ask L McGaw to calculate the impact of the proposed award on the gender pay gap within the Senior Leadership Team. This will be considered before the Committee makes a final decision on the proposed pay award. Nb It was subsequently confirmed that the implementation of the award would not impact on the SLT gender pay gap.	SH
24.09	REVIEW OF PAPERS (INCLUDING DISCLOSABLE STATUS)	
	All papers are non-disclosable	
24.10	ANY OTHER BUSINESS	
	None	