

## Board of Management

### Special Meeting of the Remuneration Committee (formerly incorporated within PRNC)

MINUTE OF THE 1<sup>st</sup> MEETING HELD ON 25 JUNE 2018 AT 1700 HRS (RC1) AT CITY CAMPUS

Present	
Alisdair Barron (AB)	Karen Kelly (KK)
George Black (GB)	Lesley Woolfries (Convener) (LW)
Jim Gallacher (JG)	
In attendance	
Paul Clark (PC) (College Secretary/Minute)	
Apologies for absence	
C McMurray (CMcM)	

Item RC1-1	Apologies for Absence	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	Apologies were received from CMcM.	

Item RC1-2	Declarations of Interest	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	There were no declarations of interest.	

Item RC1-3	Principal's Remuneration	
Paper No:	Lead: Convener	Action requested: Approve
Discussion/ Matters Arising	<p>It was noted that this was the first meeting of the newly constituted Performance and Remuneration Committee, of which the Principal is not a member.</p> <p>The Convener referred to some feedback received from GCRB, SFC and SG with regard to the continuing discussions on the revision of the Principal's remuneration, and associated recommendations of the Committee (then PRNC). LW reported that she and AB had met with John Kemp (Interim CE, Scottish Funding Council) and Janie McCusker (Chair, Glasgow Colleges' Regional Board). At this meeting, LW and AB had outlined the context for the Board's decisions, highlighting that the decision to introduce a new salary scale for the Principal had not been implemented, pending further consultations with SFC and GCRB.</p>	

LW reported that there had been a commitment given at that meeting to revisit the proposals in the light of current circumstances.

AB highlighted that the main issue had been the public perception of the proposed salary scale. The SFC view was that a single point salary was preferable, while acknowledging that the Principal's salary had not been reviewed in some time. AB had pointed out that the salary review should apply over a two-year period, and that the Board could progress implementation of a salary point in line with the Scottish Government Public Sector Pay Policy from April 2016 (i.e. a maximum of £1,600 per year for those earning in excess of £80,000). It was noted that this guidance was not automatically applicable in the College and University sectors

It was noted that there had been no guidance in the application of this guidance, and that in the absence of this, the Board had attempted to put a meaningful salary structure in place.

Regarding further CPD for the Principal, it was recognised that the Principal had the same rights as all other staff to propose further study as part of his CPD and should put forward proposals to the Committee, rather than the Committee directing the Principal's CPD options. This should be seen as distinct from salary considerations.

It had been agreed at the meeting referred to above that the Committee would keep the SG, SFC, and GCRB informed of any subsequent decisions made by the Committee/Board of Management. The Committee agreed that any increase to the Principal's salary would be on the basis of the Public Sector Pay Policy.

The Committee emphasised that there had been a thorough and lengthy process of consultation, evaluation, and review with all interested parties prior to implementation of the salary review. The Committee agreed that, following these consultations, the Principal's salary should be placed upon a single point, and that this would be proposed in the light of compliance with government guidelines in terms of the best use of public funds.

LW and AB reported that guidance from the SFC is currently being awaited via John Kemp, including clarity with regard to the inclusion in the proposed salary increase of the yearly "cost of living" increases applied since 2016. AB/LW agreed to seek this SFC guidance as a follow up to the meeting with John Kemp, and to clarify whether the 1% "cost of living" pay awards given to the Principal since 2016 should be included in the salary increase cap.

The Committee agreed that there was a particular need in this instance for the Scottish Government to acknowledge that the final proposals complied with the requirement to make best use of public funds.

**Decision/Noted**

Action: AB to seek explicit guidance from John Kemp, SFC re salary implementation guidance.

Agreed: To implement a single salary point for the Principal in alignment with Public Sector Pay Policy following receipt of this guidance

Item RC1-4	Any Other Notified Business	
Paper No:	Lead:	Action requested:
Discussion/ Matters Arising	<p data-bbox="448 282 699 318"><u>Board Recruitment</u></p> <p data-bbox="448 349 1406 618">PC reported that he had met with the Secretary to the Board at GCRB, and agreed a process for recruitment to the CoGC Board. This would be similar to recent recruitment processes, in that the recruitment and selection of candidates would be undertaken by shortlisting and interview panels selected by the CoGC Board, and would include an independent person, (as well as student and staff members) as per SG guidance. Following this process, recommendations would be made to GCRB which would make formal appointments to the CoGC Board.</p> <p data-bbox="448 654 1398 788">PC also reported that ministerial guidance was imminent, concerning the appointment of preferred candidates following interviews, which would enable appointments to be made for a period of time (to be confirmed) after interview.</p> <p data-bbox="448 824 1422 958">AB indicated a preference for an approach to enable appointments to be made to fill current and projected vacancies, via direct appointment and by co-option, in recognition of the need to broaden representation on the Board, and gender balance.</p> <p data-bbox="448 994 1358 1061">PRNC noted the need to address matters of unconscious bias, and to encourage applications from a variety of backgrounds.</p>	
Decision/Noted	Action: PC to progress Board recruitment preparations, and inform GCRB.	

Item RC1-5	Date of Next Meeting	
Paper No:	Lead:	Action requested: Note
Decision/Noted	Monday 1 October 2018	

**ANNEX TO THE MINUTE**

**ACTION POINTS ARISING FROM THE MEETING**

<b>Item</b>	<b>Description</b>	<b>Owner</b>	<b>Target Date</b>
RC1-3	<b>Principal's Remuneration:</b> Seek explicit guidance from JK, SFC re salary implementation guidance.	AB	ASAP
RC1-3	<b>Principal's Remuneration:</b> Implement single salary point for the Principal.	AB/PC for HR	ASAP
RC1-4	<b>AONB:</b> Progress Board recruitment preparations.	PC	ASAP