

Board of Management

Meeting of the Remuneration Committee

MINUTE OF THE 2nd MEETING HELD ON WEDNESDAY 28 NOVEMBER 2018 AT 1700 HRS (RC2) AT CITY CAMPUS

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

Item RC2-1	Apologies for Absence	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	Apologies were received from JG and CM.	

Item RC2-2	Declarations of Interest	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	None	

Item RC2-3	Minute of the Remuneration Committee meeting held on 01 10 18	
Paper No: RC2-A	Lead: Convener	Action requested: Approve
Discussion/ Matters Arising	The Minutes were agreed as a true and accurate record.	
Decision/Noted		

Item RC2-4	Principal's Remuneration	
Paper No: Verbal	Lead: Convener	Action requested: Discuss
Discussion/ Matters Arising	LW highlighted that the matter of the Principal's remuneration had been discussed and delayed for a considerable period of time, given the due process of consultation, and subsequent correspondence with the Funding Council (SFC), Regional Board (GCRB), and the Scottish Government, from which strong guidance had been received.	
	LW referred specifically to correspondence received from SFC and	

discussions with GCRB Chair, and proposed that with this in mind, a proposal might be agreed at this meeting.

Committee members enquired as to the current performance review of the Principal. AB confirmed that the Principal's 2018 performance review was nearly complete.

The Committee referred to the "cost of living" increases which have applied to the Principal's salary since 2011 (Ref: Paper PRNC3-B, Feb. 2017). It was agreed that PC should clarify with HR whether cost of living increases had been implemented since the 1.5% in 2016.

AB referred to correspondence and meetings with SFC Interim Chief Executive, Dr John Kemp (JK), from which no further guidance had emerged in addition to that already provided. LW referred to the public sector pay policy for 17-18 and 18-19, noting the difference in thresholds in each. (1% and £1600 respectively for pay scales over £85k pa). LW suggested that if the Principal's salary has been static since 2016, then "cost of living" increases, as applied to support staff, should be retrospectively applied to the Principal's salary from 1 August 2016.

LW referred to meetings with JK towards the beginning of session 2018-19, and subsequent guidance sought and received. LW read from the emails between AB and JK: AB to JK on 26 June 2018, which included a commitment to adherence with SG pay policy; JK to AB pointing out that any pay increases in line with pay policy would be supported by SG/SFC, as would a reasonably costed development opportunity for the Principal, such as a PhD. This would also require consideration by the Board of a reasonable period away from post.

Following discussion of the public sector pay guidance referred to in recent communications as outlined above, and the Committee's agreement that this should be followed, LW proposed the following:

1. That the appropriate Government public sector pay sector policy for 16/17, 17/18 and (in principle) 18/19 be applied to the Principal's salary, with the 16/17 and 17/18 increases to be applied immediately (backdated to Aug 2016 as appropriate and if required).
2. That private health cover be supported, with proposals to be progressed by agreement with the Principal, and brought to the Committee for consideration..
3. That the Board should support the Principal's further development, via payment of reasonable costs, and reasonable time away from the College towards the completion of a Doctorate level qualification. (All at the discretion of the PNC).

The Committee agreed these proposals, noting that, being mindful of the guidance provided by the SG, SFC and GCRB, these increases would be supported.

It was agreed that LW and AB would ask the Principal whether a fully-costed private medical scheme should apply, and to which staff, then progress a proposal via the Executive team (e.g. S Thompson). The Committee noted that Forth Valley have a medical scheme in place which

might be referenced.

Decision/Noted

Actions: Check any pay increases applied to the Principal's salary since 2016 and communicate to LW (PC)

Agree with the Principal the nature and scope of a funded private medical scheme, and progress options with VP Stuart Thompson (LW/AB).

Item RC2-5 Any Other Notified Business

Paper No: **Lead:** **Action requested:**

Decision/Noted

None

Item RC2-6 Date of Next Meeting

Paper No: **Lead:** **Action requested: Note**

Decision/Noted

Monday 14 January 2019

ANNEX TO THE MINUTE

ACTION POINTS ARISING FROM THE MEETING

Item	Description	Owner	Target Date
Item RC2-4	Check Principal salary increases since 2016 and communicate to LW	PC	ASAP
Item RC2-4	Check with Principal the nature and scope of preferred medical cover.	LW/AB	14.01.18

ACTION POINTS ARISING FROM PREVIOUS MEETING

Item	Description	Owner	Target Date
RC1-4	Voluntary Severance Arrangements: Inform GCRB of approval.	PC	ASAP complete