

## Board of Management

### Meeting of the Remuneration Committee

**MINUTE OF THE 2<sup>nd</sup> MEETING HELD ON MONDAY 18 JANUARY 2021 AT 1700 HRS (RC2)  
VIA MS TEAMS VC**

<b>Present</b>	
Lesley Woolfries (Convener)	Graham Mitchell (GM)
Alisdair Barron (AB)	Audrey Sullivan (AS)
Karen Kelly (KK)	
<b>In attendance</b>	
Paul Clark (PC) (College Secretary/Minute)	Paul Little (PL) (Principal) (to Item 4.1)
John Gribben (JFG)	
<b>Absent</b>	
George Galloway (GG)	

<b>Item RC2-1</b>	<b>Apologies for Absence</b>	
<b>Paper No:</b>	Lead: Convener	Action requested: Note
<b>Decision/Noted</b>	Noted	

<b>Item RC2-2</b>	<b>Declarations of Interest</b>	
<b>Paper No:</b>	Lead: Convener	Action requested: Note
<b>Decision/Noted</b>	PL and PC declared an interest in the paper referring to senior staff remuneration.	

<b>Item RC2-3.1</b>	<b>Minute of the Remuneration Committee meeting held on 21 September 2020</b>	
<b>Paper No: RC2-A</b>	Lead: Convener	Action requested: Approve
<b>Discussion/ Matters Arising</b>	Minute agreed as accurate	
<b>Decision/Noted</b>	Approved	

<b>Item RC2-3.2</b>	<b>Committee Terms of Reference Review</b>	
<b>Paper No: RC2-B</b>	Lead: P Clark	Action requested: Approve
<b>Discussion/ Matters Arising</b>	ToRs agreed and approved without changes.	
<b>Decision/Noted</b>	Approved	

Item RC2-4.1		Senior Staff Remuneration (Update)	
Paper No: RC2-C	Lead: John Gribben	Action requested: Discuss	
Discussion/ Matters Arising	<p>JG provided context regarding the period of time this issue has been discussed, and the agreements reached. It was reported that all of SMT and ELT are now placed on the pay scales as previously approved, and all historical anomalies have been addressed. JG highlighted that the Principal's pay has not been addressed as part of this process. AB and LW pointed out that the Principal's pay had previously been addressed, with benchmarking references. However, AB and LW had taken soundings with SFC with reference to a proposed pay scale for the Principal, which had resulted in the Board agreeing not to implement the pay scale.</p> <p>LW welcomed the progress made as reported in the paper.</p> <p>JG confirmed that this review eliminated any gender disparity as well as other historical anomalies. An equality impact assessment has informed the progress of this review.</p> <p>AB noted that the pay scales were an accurate reflection of market forces - neither above nor below the market value of the posts.</p> <p>The Committee noted and agreed the review progress.</p> <p>The Principal left the meeting at 1720hrs.</p>		
Decision/Noted	Agreed.		

Item RC2-5		Any Other Notified Business	
Paper No: Verbal	Lead: Convener	Action requested: Approve	
Discussion/ Matters Arising	<p>LW introduced discussion of the Principal's remuneration, emphasising the need to be robust in any such consideration. AB reported that he had been involved in setting the Principal's salary at merger, and provided background regarding the previous discussions, which involved supported study leave and private medical insurance.</p> <p>The Committee considered the context of pay settlements with College teaching staff. AB outlined his consideration of the Principal's Personal Development Review, and the College's recent success as reported in the College Annual Report, as well as the Principal's influence on sectoral development, highlighting the context of the current crisis.</p> <p>LW noted that decisions relating to the Principal's salary were to a great extent outwith the Board/Committee's control, and subject to Scottish Government Public Sector pay restraint.</p> <p>Agreed that JG prepare a proposal, for discussion at an additional PNC meeting on 5<sup>th</sup> February immediately following the round table meeting with the external reviewer.</p>		
Decision/Noted	JG to prepare paper on Principal's Remuneration (5/2/21)		

PC to set up additional meeting of PNC (5/2/21)

<b>Item RC2-6</b>	<b>Disclosability of Papers</b>	
<b>Paper No: Verbal</b>	Lead: P Clark	Action requested: Note
<b>Discussion/ Matters Arising</b>	No change was proposed to the current disclosability status of papers.	
<b>Decision/Noted</b>	Noted	

<b>Item RC2-7</b>	<b>Date of Next Meeting</b>	
<b>Paper No: Verbal</b>	Lead: Convenor	Action requested: Note
<b>Decision/Noted</b>	Monday 26 April 2021 (further meeting on 5 <sup>th</sup> February to be arranged)	

## ANNEX TO THE MINUTE

Item	Description	Owner	Target Date
RC2-5	Paper on Principal's Remuneration to be presented	JG	05.02.21
RC2-5	Call additional meeting of Remuneration Committee	PC	05.02.21

## **ACTION POINTS ARISING FROM PREVIOUS MEETING**

Item	Description	Owner	Target Date
RC1-3.1	Implement agreed pay rise for senior managers in line with National Bargaining	PL/JGr	18.01.21 ongoing
RC1-3.1	Address pay anomaly within senior team.	PL	<b>Complete</b>
RC1-3.3	Revise Programme of Work as agreed	PC	<b>Complete</b>
RC2-3.2	Implement Phase 2 of senior staff remuneration	PL/JG	30.3.20 <b>Complete</b>