

## Board of Management

### Meeting of the Remuneration Committee

MINUTE OF THE 1<sup>st</sup> MEETING HELD ON MONDAY 4 OCTOBER 2021 AT 1700 HRS (RC1)  
VIA MS TEAMS VC

<b>Present</b>	
Lesley Woolfries (Convener)	Karen Kelly (KK)
Alisdair Barron (AB)	
Lorna Hamilton (LH)	Audrey Sullivan (AS)
<b>In attendance</b>	
Paul Clark (PC) (College Secretary/Minute)	
<b>Apologies for absence</b>	
Graham Mitchell (GM)	

<b>Item RC1-1</b>	<b>Apologies for Absence</b>	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	Graham Mitchell (GM)	

<b>Item RC1-2</b>	<b>Declarations of Interest</b>	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	None declared.	

<b>Item RC1-3.1</b>	<b>Minute of the Remuneration Committee meeting held on 11 August 2021</b>	
Paper No: RC1-A	Lead: Convener	Action requested: Approve
Discussion/ Matters Arising	Action confirmed as complete.	
Decision/Noted	Approved	

<b>Item RC1-3.2</b>	<b>Committee Annual Report 2020-21</b>	
Paper No: RC1-B	Lead: Paul Clark	Action requested: Approve
Discussion/ Matters Arising	The Committee Annual Report 2020-21 was agreed and approved.	
Decision/Noted	Approved	

<b>Item RC1-3.3</b>		<b>Committee Programme of Work 2021-22</b>	
<b>Paper No:</b> RC1-C	Lead: Paul Clark	Action requested: Approve	
<b>Discussion/ Matters Arising</b>	<p>The Committee agreed to add further items relating to the Performance/Remuneration Review of the Principal, and of senior staff to the Programme of Work, to reflect the terms of Reference of the Committee. It was agreed to include these items in the April agenda.</p> <p>The Board Chair highlighted that a structured salary arrangement has now been agreed, and is subject to public pay policy. It was noted that all future considerations of Principal/Senior Staff remuneration will be subject to this policy.</p>		
<b>Decision/Noted</b>	Action: Include Programme items as above; PC 24.1.21		

<b>Item RC1-4</b>		<b>Any Other Notified Business</b>	
<b>Paper No:</b> Verbal	Lead: Convener	Action requested: Discuss	
<b>Discussion/ Matters Arising</b>	None		

<b>Item RC1-5</b>		<b>Disclosability of Papers</b>	
<b>Paper No:</b> Verbal	Lead: Paul Clark	Action requested: Note	
<b>Discussion/ Matters Arising</b>	Unchanged		
<b>Decision/Noted</b>	Noted		

<b>Item RC1-6</b>		<b>Date of Next Meeting</b>	
<b>Paper No:</b> Verbal	Lead: Convenor	Action requested: Note	
<b>Decision/Noted</b>	Monday 24 January 2022		

## **ANNEX TO THE MINUTE**

<b>Item</b>	<b>Description</b>	<b>Owner</b>	<b>Target Date</b>
RC1-3.3	Add Performance/Remuneration Review of the Principal, and of senior staff items to Programme of Work (April).	PC	24.1.21

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

<b>Item</b>	<b>Description</b>	<b>Owner</b>	<b>Target Date</b>
RC5-5.1	Change the wording of the Business Expenses Procedure section 9.2 as agreed.	JG	<b>Complete</b>