NOTES OF THE REMUNERATION COMMITTEE HELD ONLINE 3 DECEMBER 2024

PRESENT

David Newall	Committee Member
David Duncan	Chair
Fergus Brown	Committee Member
Lindsey Paterson	Committee Member
Maureen McKenna	Committee Member

IN ATTENDANCE

Jon Vincent	Principal and Chief Executive (left at 24.15)
Lorraine McGraw	Assistant Principal People and Culture (left at 24.15)
Jennifer Hunter	Clerk to the Board

24.01 Welcome and Apologies

The Committee noted that Margaret Swiderska will join the Remuneration Committee from 2025.

24.11 Declaration of Interests

The Committee agreed that Lorraine McGraw and Jon Vincent would leave the meeting at agenda item 24.15 so that the final part of the meeting would be for members only.

Minutes of Previous Meeting

24.12 Minutes of Previous Meeting – 13 May 2024

The minute of the last meeting was approved as an accurate record.

24.13 Matters Arising /Action Grid

The Committee noted the matters arising report.

Items for Discussion/Decision

24.14 Senior Leadership Team Senior Leadership Team Pay

Context and Benchmarking

LM provided a detailed report in support of context-setting for the Committee's deliberations on the College Senior Leadership Team (SLT) Pay position for 2024/25. The report outlined the background information essential for informed decision-making regarding the proposed pay position for SLT, including the financial position of the College; the cost of living; the public sector pay policy; national bargaining pay settlements; the gender pay gap; benchmarking information and historical pay data.

The Committee discussed the report in full, including historical trends; the College's place in terms of competitiveness with the wider marketplace; and how to ensure equality and fairness.

The Committee thanked LM for the report.

24.15 Senior Leadership Team Feedback – performance review

JV provided a verbal update on the Senior Leadership Team.

JV noted that the Senior Leadership Team had now been reduced from eleven people to nine. The team includes long-serving staff as well as two new staff, the Chief Operating Officer and the Assistant Principal Finance and Facilities, who joined recently. New staff will be eligible for a pay increase from September 2025.

The SLT have taken on additional work to account for the team size reducing from eleven to nine. The College now have an SLT 14th out of 15 in terms of post size.

All SLT staff are performing well and have personal development plans in place, which are monitored and updated by the Chair of the Board, by JV, and by John Rafferty and Niall Macpherson.

24.16 Update: Committee Remit

Jennifer Hunter asked the Committee to approve draft tracked changes to the Remit, to allow for the rule 'that the Vice-Chair of

the Board of Management should be the Chair of the Remuneration Committee' to be deleted. Furthermore, the Committee agreed to amend the rule relating to the number of members, replacing 'up to five members' with 'will include the Chairs of College Committees'.

The Committee approved the changes.

JV and LM left the meeting.

Decision

The Committee discussed LM's detailed report and JV's feedback on the Senior Leadership Team. David Newall noted that JV had undertaken additional duties since the realignment of the SLT. In addition, JV successfully managed a very difficult period during industrial action and continues to treat everyone well, even when under extreme pressure.

Having considered the background information and the feedback at length the Committee agreed that an uplift of 3% would be applied. 2% backdated to 1st September 2024 to 31st December 2024, with an additional 1% from 1st January 2025 to 31st August 2025. The key deciding factors for the decision include benchmarking, additional work, and the Public Sector Pay Policy.

24.17 Equalities Impact Assessment on Decisions Made

The Committee considered the equalities impact of the decision and agreed that the decision is in good order.

24.18 Review of Papers (Including disclosable status)

The Committee noted that roles included for Financial Statements include JV, John Rafferty and Niall Macpherson.

24.19 Any Other Business

There was none.

Date of Next Meeting: To be confirmed.