

Board of Management-Remuneration Committee

Minute of the Meeting of the Remuneration Committee of the Board of Management of Dumfries and Galloway College held on Tuesday, 11 February 2020 in Room 1074b, 2pm.

Present: Delia Holland (Chair) Brian Johnstone
Janet Brennan Ian White
Karen McGahan

In attendance: Joanna Campbell - Principal
Keith Ross – HR Consultant
Penny Davis, Interim Secretary to the Board (by video link)

Minute Taker: Alex Elkins, Executive Team Assistant (Minute Taker)

1. Welcome and Apologies for Absence

The Chair welcomed all to the meeting, BJ officially welcomed PD (Via link), Interim Secretary to the Board to the committee.

No apologies had been received.

2. Declaration of Interest

Members agreed to indicate declarations of interest as appropriate throughout the meeting.

IW declared an interest in relation to Agenda item 6 - VS scheme, as a Trade Union officer.

3. Minute of Previous Meeting

The Minute of the Remuneration Committee meeting held on 5 November 2019 was approved.

4. Matters Arising

Item 7 – Remuneration Committee Terms of Reference

PD (secretary to the Board) advised the committee that the vice chair is not required to chair Remuneration Committee. It was agreed that there will be no change at the current time, it may be necessary to look at this in the future.

It was agreed to hold both HR and Remuneration Committee meetings on the same day but that it may be more appropriate for the Remuneration Committee to meet before the Human Resources Committee.

It was noted that a review of the Vice Principal's and Principal's pay award was scheduled to take place in September.

Board of Management-Remuneration Committee

ACTION: - The Chairs of the two Committees will discuss and agree the date of the next meetings to be held in September. (DH and JB)

5. Principal's Objectives

Confidential to Committee members only.

BJ (Chair of the Board of management) asked the committee to note the Objectives which had previously been approved at committee and board meetings.

ACTION: - ...

6. Voluntary Severance Schemes

Confidential to Committee members only.

ACTION: - KR to make relevant changes in wording as required.

14:38 - JC and KR left the meeting

7. Strategic Risk Register

No risks were noted for the Remuneration Committee.

A discussion took place around the inclusion of the VS scheme in the risk register.

It was agreed that the scheme should be included under 'sustainability' and this would be monitored by the Finance and General-Purpose Committee.

ACTION: - AE to discuss changes with JC and make addition to the risk register.

8. Any Other Business

8.1 The chair of the committee wished the members to note that the College's Standing Orders would not permit her to chair the Remuneration committee for the short period after 2 March 2020 when she would become Acting Chair. No meetings were scheduled during that period, but an appropriate arrangement would be put in place if the Committee was required to transact any business during March.

9. Date and Time of Next Meeting – TBC