

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 12 February 2019 in Room 2009

Present: Delia Holland (Chair) Brian Johnstone
Ros Francis

In attendance: Ann Walsh, Secretary to the Board and Minute Taker

Carol Turnbull, Principal – for contribution to Item 5
Michael Youd, Head of HR – for contribution to Item 5

1 Welcome and Apologies for Absence

The Chair of the Remuneration Committee welcomed all to the meeting. Although apologies had not been received from IW, it was understood that he was ill and not able to attend.

The Secretary to the Board confirmed the meeting was quorate with enough members present to allow decisions to be made.

2 Declaration of Interest

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

3 Minute of Previous Meeting

The Minute of the Remuneration Committee meeting held on 20 November 2018 was approved.

4 Matters Arising

The Principal's Pay Award and Finance Objective was recommended to, and approved by, the Board on 11 December 2018. The wording of the Finance Objective recommended, and approved by the Board is:

- Objective 7: Achieve break-even budget position, as approved by the Board for 2018-19.

5 Vice Principals Grading and Pay Award

Confidential to Committee Members only.

6 Principal's Performance Review and Objective Setting Process

The Secretary to the Board reported that the process had been discussed at the Secretary to the Board Steering Group meeting. There is no standard process in place across the sector and the feedback was that Dumfries & Galloway College has a good process in place, which others wished to learn from.

A request for a collective look at developing a uniform process is being taken forward.

However, following discussion that had taken place at the Board meeting in December, the Chair asked for this to be kept on the Committee's agenda, with ongoing updates from the Chair of the Board and the Board Secretary.

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7 New Principal's 'Package'

The Chair of the Board discussed with the Committee options regarding the potential pay package for the new Principal and sought approval regarding flexibility at final interview stage of the recruitment process.

Decision: After discussion, it was agreed that the proposed package, as advertised, was considered to be appropriate but that in exceptional circumstances a degree of flexibility could be approved by the Committee Chair.

8 Strategic Risk Register

Members noted the Strategic Risk Register

9 Any Other Business

None

10 Date and Time of Next Meeting

The date of the next meeting is to be confirmed