

## Remuneration Committee

Status: Approved

MINUTE OF MEETING HELD ON 02 MARCH 2021 AT 11:30HRS  
REMOTELY VIA MS TEAMS (REM02.03.21)

Present	
Delia Holland (Chair)	Janet Brennan
Hugh Carr	Ian White
In Attendance	
Joanna Campbell (items 7&10 only)	Lorraine Grierson
Apologies for absence	
Karen McGahan	

Item 1	Welcome and Apologies for Absence		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Discussion	The Chair welcomed everyone to the meeting and apologies for absence had been received from Karen McGahan.		
	The Secretary to the Board confirmed that the meeting was quorate.		
Decision/Action	None required.		

Item 2	Declaration of Interest		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Decision/A	Members agreed to indicate declarations of interest as appropriate throughout the meeting.		
Decision/Action	None required.		

Item 3	Minute of the last meeting held on 08 December 2020		
Paper No: REC02.03-A	Lead: D. Holland	Action Requested	Approval
Discussion	It was noted that the Minute of the Remuneration Committee meeting held on 10 November 2020, together with the Confidential Minute were accurate.		
Decision/Action	Both Approved.		

# Remuneration Committee

MINUTE OF MEETING HELD ON 02 MARCH 2021 AT 11:30HRS

REMOTELY VIA MS TEAMS (REM02.03.21)

Item 3.1	Action Log		
Paper No: REM02.03-B	Lead: D. Holland	Action Requested	Note
Discussion	The Committee were asked to note the content of the Action Log provided. It was suggested that the self-evaluation outcome was changed from complete to ongoing.		
Decision/Action	The Committee noted the content of the Action Log. <b>ACTION: Self-Evaluation to be changed on the action log to ongoing.</b>		

Item 4	Matter Arising not on the Agenda		
Paper No: Verbal	Lead: D. Holland	Action Requested	For noting
Discussion	No matters were discussed.		
Decision/Action	None required.		

Item 7 & 10	Performance and Pay Review Framework for Senior Managers (Confidential Paper)		
Paper No: REM02.03-E	Lead: J Campbell	Action Requested	Discussion and approval
Discussion and approval	The Chair asked that the Principal's paper for items 7 be read first together with discussion for item 10.  Confidential to Committee members		
Decision/Action			

Item 5 & 6	Principal's Appraisal 2019-2020 and Objective Setting 2020-21 (Confidential Paper)		
Paper No: REM02.03-C	Lead: H Carr	Action Requested	Discussion
Discussion	Confidential to Committee members		
Decision/Action			

Item 8	Board Secretary Review (Confidential Paper)		
Paper No: REM02.03-F	Lead: H. Carr	Action Requested	Approval
Discussion	The Secretary to the Board left the meeting at this point and the Chair took a confidential minute.		
Decision/Action			

Item 9	Any Other Business		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Discussion	The Chair to cover this in her confidential minute.		
Decision/Action			

# Remuneration Committee

MINUTE OF MEETING HELD ON 02 MARCH 2021 AT 11:30HRS  
REMOTELY VIA MS TEAMS (REM02.03.21)

## ADDENDUM TO THE MINUTE 16/3/21

Item 7 & 10	Performance and Pay Review Framework for Senior Managers (Confidential Paper)		
Paper No: REM02.03-E	Lead: J Campbell	Action Requested	<b>approval</b>

Confidential to Committee members

Decision/Action