

Remuneration Committee

Monday 11 November 2024 (1630-1800)

Virtually by Teams

Agenda

Time	Item	Lead	Paper
	1. Welcome and Apologies <ul style="list-style-type: none"> Declaration of Interests and Connections 		Verbal
For Approval			
	2. Minutes of Previous Meetings and Matters Arising <ul style="list-style-type: none"> Minutes 6th June 2024 plus confidential minute Action Log 	SI LG	Paper 2.1 Paper 2.2
	3. Senior Leadership Team Benchmarking	JC	Verbal
	4. Senior Staff Remuneration Policy	JM	Paper 4.1
	5. Principal's Pay Award	CS	Paper 5.1
	6. SLT Performance Review and Salary Recommendation	JC	Paper 6.1
For Discussion			
	7. ELT capacity - Risk	JC	Verbal
For Information only			
	8. AOCB	SI	Verbal
	9. Date of next meeting <ul style="list-style-type: none"> Monday 2 June 2025 	SI	Verbal

Status: Approved

REMUNERATION COMMITTEE MEETING

MINUTE OF MEETING HELD ON 11 NOVEMBER 2024 AT 16:30 - VIA TEAMS

Present:		
Sue Irving (SI) - Chair	Ann Hill (AH)	Jamie Ross (JR)
Caroline Stuart (CS)	Will Dowson (WD)	Sharon Hodgson (SH)
In attendance:		
Joanna Campbell (JC) - Principal	Lorraine Grierson (LG) – Governance Professional	Joe McGraw (JM) – VP People
Apologies:		
Claire McLean (CMc)	Richard Nash (RN)	

1. Welcome and Apologies for Absence | Verbal | Chair S Irving

- 1.1.1 The Chair welcomed everyone to the meeting and apologies were noted from Claire McLean and Richard Nash. The meeting was recorded as quorate.
- 1.1.2 The Chair advised the committee that there would be a change to the running order of the meeting.
- 1.2 Declaration of Interest | Verbal | Chair S Irving
 - 1.2.1 The Chair reminded members to indicate any declaration of interest and/or connections as appropriate throughout the course of the meeting. LG declared an interest in Paper 6.

FOR APPROVAL

2. Minutes of Previous Meetings and Matters Arising | Chair S Irving

2.1. Minute of Meeting/Confidential Minute held 6 June 2024 | Paper 2.1/2.1b | Chair S Irving

- 2.1.1 The minute and confidential minute were approved as an accurate record of the meeting, proposed by JR and seconded by CS.

2.2. Action Log | REM1124-2.2 | L. Grierson

- 2.2.1 LG confirmed that actions 1 and 2 would be brought to this meeting and action 2 – JC would provide a verbal performance update for 3 members of staff, closing all actions.

REMUNERATION COMMITTEE MEETING

3. Senior Leadership Team Benchmarking | Verbal | J Campbell

- 3.1 JC advised that there were several variables which would be helpful to conclude before bringing a paper back to the Committee. 1) Job evaluation, 2) settlement of pay deals for support and lecturing staff..
- 3.2 The Chair advised for context that benchmarking had been sought as a general sense check and clarification on college positioning within the sector. Members agreed that it was important to continue with the benchmarking of salaries exercise..
- 3.3 It was agreed a paper would be brought back to June meeting.
- 3.4 **ACTION: Benchmarking paper to be brought back to the Committee in June 2025.**

4. Senior Remuneration Policy | Paper 4.1 | J McGraw

- 4.1 JM highlighted the key changes to the Policy in line with recommendations from the Committee considering affordability, pay and progression arrangements.
- New Clause has been added at 4.2 re affordability and a decision framework at Annex D to help in decision-making.
- 4.2 Committee members discussed this inclusion and confirmed that it is a helpful guide..
- 4.3 Chair advised that this policy is the approach the committee had agreed upon and this framework should remain in place for the time being...

5. Principal Pay Award 2024-25 | Paper 5.1 | C Stuart

LG returned at 18.10 hrs

Confidential Minute taken.

6. SLT Performance Review and Salary Recommendation | Paper 6.1 | J Campbell

LG left the meeting at 17.30 hrs.

Confidential minute taken.

FOR DISCUSSION

7. ELT Capacity - Risk | Verbal | J Campbell

- 7.1 The Committee were satisfied that on the whole, the risk in respect of capacity was well managed and all is working well.

FOR INFORMATION ONLY

8 AOCB | S Irving

- 8.1 There was no other business raised and the meeting adjourned at 18:40 hours.

9 Date of the Next Meeting




- 9.1 The date of the next meeting is scheduled for Monday 2 June 2025.



**Dumfries and
Galloway College**

One step ahead

Item 2
REM1124-2.2

Key	
	Ongoing
	Closed
	Overdue

Remuneration Committee Action Log 11.11.24

No	Meeting Date	Action	Lead	Deadline	Status	Commentary
1	29/1/24	JC to bring a benchmarking paper to the meeting re salaries across the Region/Sector.	JC	June 24 Nov 24	Complete	Due to personal circumstances, the paper will be brought to the next Rem Com. Nov Update: Verbal update to Rem 11/11/24
2	29/1/24	Performance updates for senior staff should Be presented to Rem Com at each meeting in Order that members are well informed on performance	JC	June 24	Complete	This has been included in Agenda for June 25 meeting and added to Terms of Reference and Business Schedule.
3	29/1/24	JC to bring a paper to Committee re ELT Capacity	JC	June 24 Nov 24	Closed	Due to personal circumstances, the paper will be brought to the next Rem Com. Nov Update: Verbal update to Rem 11/11/24