

CONFIDENTIAL

REMUNERATION COMMITTEE

**MONDAY 7 FEBRUARY 2022 at 2p.m.
via the Teams link circulated by the Secretary**

AGENDA

General Business

1. Apologies
2. Declarations of Interest
3. Minutes of the meeting held on Monday 4 October 2021 Enclosed LJ
 .1 Actions from the minutes
4. Matters arising from the Minutes
 (not otherwise on the agenda)

Main Items for Discussion and/or Approval

<i>Agenda items 5, 6, 7 and 8 are deemed to be reserved under the Freedom of Information Act as they refer to an individual</i>

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|----|--|---------|----|
| 5. | Review of the Principal 2021/22 | Verbal | WH |
| 6. | Review of the Executive, SMT and Heads 2021/22 | Paper 6 | LC |
| 7. | Review of the Secretary to the Board 2021/22 | Verbal | WH |
| 8. | Review of the College Senior Team Pay | Paper 8 | NS |
| 9. | Any Other Business | | |

Shirley Gordon
Secretary to the Committee

CONFIDENTIAL

**WEST COLLEGE SCOTLAND
REMUNERATION COMMITTEE**

MINUTE: Monday 4 October 2021

Present: Jim Hannigan (in the Chair), Graeme Bold, Waiyin Hatton, Linda Johnston, Mark Newlands.

Attending: Liz Connolly, Principal, Natalie Smith, Director of Organisational Development and HR, Shirley Gordon, Secretary to the Committee.

Apologies: None.

RM87 DECLARATIONS OF INTERESTS

The following declarations of interest were recorded and **noted**:

- Waiyin Hatton: Wai Beyond, People and organisational development consultancy; Action Against Stalking; Harvey McMillan, People and organisational development consultancy; Colleges Scotland (Board member).
- Liz Connolly: Trustee of the West College Scotland Foundation; Member of Developing the Young Workforce (DYW) West Regional Board.
- Jim Hannigan: University of Strathclyde and National Manufacturing Institute Scotland (NMIS); Chair of Developing the Young Workforce (DYW) west regional Board.

RM88 MINUTES

The minutes of the meeting held on Tuesday 27 April 2021 were **approved**.

There were no matters arising not otherwise on the agenda.

RM89 REMIT AND MEMBERSHIP

Given this was the first Remuneration Committee meeting of the academic session, the Secretary asked the Committee to consider and approve the Remuneration Committee remit, current membership and 2021-22 meeting dates.

The Committee approved its remit, membership and 2020-21 meeting dates.

RM90

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

RM91 STRATEGIC RISK REGISTER

The Committee considered risk in relation to the activities within its remit. Risk was considered by the Board and all the Board Committees at each of the meetings. This meant that emerging risks were quickly identified, and mitigating actions agreed. In relation to the risks pertinent to its remit, the Committee must be confident that these had been identified and mitigating actions agreed.

Mr Hannigan presented the College Strategic Risk Register for the consideration of the Committee explaining that the latest update was being considered by the Board at its meeting held later today.

The Committee **noted and reviewed** the current Strategic Risk Register and agreed that no amendments and / or additions, or any re-phrasing, required to be made at this time. Members discussed whether there was any opportunity to reflect on risks and mitigations that impacted on their own remit rather than a required review of the Register in its totality at each Committee meeting. The Principal agreed to discuss this suggested approach at the next Executive meeting and feed back to members.

{ACTION – LC}

RM92 ANY OTHER BUSINESS

- No other business items were raised.

Remuneration Committee: Actions from the Minutes

Date of meeting	Min Ref	Matter for Action	Responsible Person	Action Taken	Timescale (where applicable)
4 Oct 21	RM90	Output from the D&AC review be presented to the Committee at its next meeting scheduled for February 2022.	NS		Feb 2022 agenda item.
4 Oct 21	RM90	Committee Chair to present the approved 2% increase for all senior staff backdated to 1 April 2021 to the Board as a reserved item for endorsement at its meeting later on 4 October 2021.	JH	JH duly presented this to the Board on 4 Oct where it was endorsed.	COMPLETE.
4 Oct 21	RM91	The Principal to discuss the suggested revised approach for risks being considered by Committees at the next Executive meeting and feed back to members.	LC	Revised approach to risk reporting to Committees and Board agreed at Dec 2021 Board meeting.	COMPLETE.

TITLE: REVIEW OF EXECUTIVE PERFORMANCE

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]
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[REDACTED]

[REDACTED]

Status: Restricted



Meeting	Remuneration Committee
Date	7 February 2022
Location	MS Teams
Title of Paper	Senior Pay 2022-23
Presented By	Liz Connolly/ Natalie Smith
Recommendation to Members	Approval
Appendix Attached	No

[Redacted content]

[Redacted content]

