



REMUNERATION COMMITTEE

24 January 2022

Minute

Present: Hugh Mitchell, Convener
David Law, Co-opted Member
Frank Armstrong Co-opted Member
Janet Legrand, Senior Lay Member
Claire Phillips, Senatus Assessor
Ellen MacRae, President, EUSA

In attendance: Peter Mathieson, Principal and Vice-Chancellor
Sarah Smith, Vice-Principal Strategic Change and Governance and University Secretary
James Saville, Director of Human Resources (HR)
Sheila Jardine, Senior HR Partner – Reward & Recognition
Linda Criggie, Deputy Director of HR (Employee Relations and Reward)

1	Welcome
	The Convener welcomed the committee members to the meeting. No conflicts of interest were declared.
2	Minutes of meeting of 18 November 2021
	The minutes were formally approved by the Committee as a true record of the meeting.
3	Matters arising from meeting of 25 May 2021
	No other matters were raised by committee members.
4	Action Log update and Annual Meeting Cycle
	The Director of HR confirmed that a number of actions would be covered at the strategically focussed May meeting, to which reward management consultants Korn Ferry would be invited to present an update on senior pay developments within the higher education sector. There were no comments on the Action Log by committee members.

SUBSTANTIVE ITEMS

5	Grade 10 and Equivalent Staff Equal Pay Audit 2021
	The Deputy Director HR – Employee Relations, Employment Policy, Equality & Diversity and Reward gave a summary of the Equal Pay Audit which is produced

	<p>and published annually to inform and monitor the outcome of the Grade 10 contribution reward process.</p> <p>The Committee noted the factors which contributed to the annual movement in the average gender pay gap and welcomed the analysis by clinical and non-clinical academic staff. While noting the reported disability and ethnicity pay gaps, it acknowledged that low disclosure rates by staff inhibited the ability to draw any meaningful conclusions from the data.</p> <p>The Committee noted the progress that had been made in reducing the Grade 10 gender pay gap over the last five years and welcomed the University's commitment to take what proactive steps it could to address the make-up of its Grade 10 population and gender-based pay gaps. It encouraged analysis of the make-up of total pay and report format benchmarking with other peer universities.</p>
6	Grade 10 Professorial and Senior Staff Contribution Reward 2022
	<p>The Committee noted that this Paper would ordinarily inform the approach to be taken to the Grade 10 contribution review. As this had been decided by the Committee at its extraordinary meeting in October 2021, the paper, and supporting pay benchmarking by Korn Ferry, was presented for information only. The Committee received a verbal update on the principles which would underpin the University's general approach to the 2021/22 contribution reward process, including Grade 10 and equivalent staff, and welcomed the guidance which was being developed to enhance consistency of approach.</p>

ROUTINE ITEMS

7	Any Other Business
	None raised
8	Other Remuneration Matters
	The Director of HR advised the Committee of the work underway regarding the governance and oversight of senior pay matters within university subsidiary companies.
9	Date of next meeting
	The date of the next meeting was confirmed as 23 May 2022.

[Claire Phillips and Ellen MacRae left the meeting]

10	Three-year Analysis and Update of Electronic Decisions
	The Senior HR Partner, Reward spoke to the paper, noting the Committee had electronically considered and approved four out-of-cycle awards since the November 2021 meeting. The Committee discussed the factors influencing the reduction in the

	number of cases it had approved in 2021 relative to the preceding two years and were pleased to note that the salaries awarded had enabled the University to secure and retain key skills and talent.
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11	Principal's Recommendations for Senior Management Team
	<i>[Sarah Smith left the meeting]</i> A small number of proposed pay increases, in line with the approach approved by Court at its November 2021 meeting, were discussed and approved. The Committee also approved one lump-sum exceptional contribution reward.
	<i>[Sarah Smith re-joined the meeting following discussion on her pay]</i>