

THE COLLEGE OF RICHARD COLLYER
MINUTES (PART I) OF
THE REMUNERATION COMMITTEE MEETING
HELD ON MONDAY 12th JULY 2021 at 18.10

Present: Ms Ann Donoghue, Mrs Barbara Hobday, Dr David Skipp
Apologies received: N/A
In attendance: Mr Dan Lodge, Ms Nicola Whitehead
In the Chair: Mrs Barbara Hobday

1. **Declaration of interests** None.
2. **Minutes (Parts I and II)** from the 11th June 2020 meeting were approved.
3. **Matters arising**

Item 4: The Clerk reported that the Audit Committee had endorsed the recommendation for continued reporting against the UK FRC Code for the 20-21 Report and Financial Statements in keeping with the Remuneration Committee's decision on the Remuneration Code.

4. **AoB**

In the absence of an opportunity to have discussed a possible whole staff benefit at the F&GP Committee, the F&GP Chair welcomed the opportunity to share thoughts with the Remuneration Committee ahead of a recommendation to the Governing Body. The Principal described his proposal – in addition to the extra Staff Wellbeing day agreed with governors - to provide a voucher (for £25) to each member of staff in recognition of a tremendous response to a difficult year. Members welcomed the proposal whilst hoping that the relatively modest but affordable amount would be accepted in the spirit intended. **It was agreed that the F&GP Chair would ask governors to approve the proposal at the forthcoming meeting.**

5. **Performance management and appraisal**

Papers: Performance related pay discussion paper; SMT pay recommendations; SFCA Workforce survey

a) **Performance related pay (PRP)**

Members reiterated their concerns about PRP in the College sector and proposed that no further proposal be made to the Governing Body at the current time. They recognised that the Pay Policy provided a transparent framework to ensure fairness and consistency with some organisational flexibility in certain circumstances. Ongoing review of the policy provided an opportunity to recommend any necessary refinements.

b) **Individual pay recommendations**

Members completed discussion of appraisal and pay recommendations in respect of the two senior postholders (Principal and Deputy Principal) and Clerk.

Part IIa minutes: (Criterion a) Personal information related to an individual

6. **(Annual+) Meeting assessment incl. ToRs**

Members agreed that the additional meeting had been helpful in reaching well-considered recommendations on pay which took account of individuals' contributions against a background

of sector averages and budgetary restraint. It was agreed that a provisional second meeting date in the autumn term of 21-22 be retained in addition to the usual summer discussion of pay recommendations for the SMT and Clerk.

7. Date of next meeting: Thursday 4th November at 17.30

The meeting ended at 19.30

Chair

Date

12/07/21 NCW