

Board of Management

Meeting	Performance, Review and Remuneration Committee
Date and time	Friday 5 April 2019 at 3.00 p.m.
Location	Board Room, 1 Inverness Campus

Board Secretary
28 March 2019

AGENDA

Welcome and Apologies

Declarations of Interest

CLOSED SESSION

- 1. MINUTES**
Meeting of the Performance, Review and Remuneration Committee held on 22 November 2018
- 2. PRINCIPAL, SMT AND RESEARCH ANNUAL PAY RISE (Confidential)**
Report by Director of Organisational Development

Board of Management

MINUTES of the MEETING of the PERFORMANCE, REVIEW AND REMUNERATION COMMITTEE held in the Board Room, 1 Inverness Campus on Thursday 22 November 2018

PRESENT: Sarah Burton, Brian Henderson (by VC), Neil Stewart, Steve Walsh, John Wilson

CHAIR: Steve Walsh

APOLOGIES: Hazel Allen

ATTENDING: Principal
Secretary to the Board of Management

1. MINUTES

The Minutes of the Meeting of the Performance Review and Remuneration Committee held on 22 February 2018 were **AGREED** as a correct record, were **APPROVED** and signed.

2. SMT STRUCTURE

Although this was an operational issue for the Principal and the SMT, the Chair thanked the Principal for the opportunity to have the rationale for the changes explained.

The Principal spoke to his report which updated the Committee on the appointment of the additional Depute for Academic Development and also set out the plans to reimagine the SMT and the extended management structure across the college. A number of job titles would be changed to ensure that the college was more aligned with sector norms and the expectations associated with title. The SMT had also considered interdependencies between groups and individuals. The current operational management group and the academic management group had been reconfigured into one large monthly meeting – Managers Operational Research and Academic Group (MORAG). This monthly meeting would be critical in producing and reflecting the annual planning and reporting cycle in addition to sharing and driving best practice.

The Committee asked the Principal to be mindful of any potential job evaluation requirements and how the new structure fed into both the academic committee and the board committee structures.

It was **AGREED** that

1. the Principal would include details of this exercise in his report for the Board of Management
2. the outcome of any consultation and job evaluation requirements would be reported to the Human Resources Committee
3. any financial impact of the exercise would be reported to the Finance and General Purposes Committee

Signed by the Chair: _____

Date: _____

Board of Management

Subject/Title:	Principal, SMT and Research 2018-19 and 2019-20 Pay Award
Author: [Name and Job title]	Prof Christopher O'Neil, Principal & Chief Executive
Meeting:	Performance, Review and Remuneration Committee
Meeting Date:	5 th April 2019
Date Paper prepared:	26 th March 2019
Brief Summary of the paper:	To consider the Senior Management and Research staff salaries.
Action requested: [Approval, recommendation, discussion, noting]	Decision
Link to Strategy: Please highlight how the paper links to, or assists with:: <ul style="list-style-type: none"> • compliance • partnership services • risk management • strategic plan • new opportunity/change 	
Resource implications:	No If yes, please specify:
Risk implications:	No If yes, please specify:
Equality and Diversity implications:	No If yes, please specify:
Consultation: [staff, students, UHI & Partners, External] and provide detail	

ITEM 2

Status – [Confidential/Non confidential]	Confidential		
Freedom of Information Can this paper be included in “open” business* [Yes/No]	No		
*If a paper should not be included within “open” business, please highlight below the reason.			
Its disclosure would substantially prejudice a programme of research (S27)		Its disclosure would substantially prejudice the effective conduct of public affairs (S30)	
Its disclosure would substantially prejudice the commercial interests of any person or organisation (S33)		Its disclosure would constitute a breach of confidence actionable in court (S36)	
Its disclosure would constitute a breach of the Data Protection Act (S38)	x	Other (please give further details)	
For how long must the paper be withheld? (express either as the time which needs to pass or a condition which needs to be met.)			

Further guidance on application of the exclusions from Freedom of Information legislation is available via

<http://www.itspublicknowledge.info/ScottishPublicAuthorities/ScottishPublicAuthorities.asp> and

http://www.itspublicknowledge.info/web/FILES/Public_Interest_Test.pdf