

## MINUTES of the MEETING of the PERFORMANCE, REVIEW AND REMUNERATION COMMITTEE held via Microsoft Teams on Thursday 02 March 2023

**PRESENT:** Innis Montgomery, Donald MacKenzie, Dee Bird  
**CHAIR:** Innis Montgomery  
**APOLOGIES:** Tina Stones & Mark Sheridan  
**ATTENDING:** HR Manager  
Governance Officer

The Chair welcomed everyone to the meeting.

No declaration of interests, statements of connections or transparency statements were noted.

### 1. MINUTES

The Minutes of the meeting of the Performance Review and Remuneration Committee held on 01 September 2022 were **AGREED** as a correct record and were **APPROVED**.

### 2. OUSTANDING ACTIONS

Review of Remuneration of Principal and EMT – The Governance Officer advised that the HR Manager would be providing the Committee with a verbal update in respect of the remuneration exercise within the agenda.

### 3. PRINCIPAL'S TARGETS

The Chair advised that he and the Chair of the Board of Management had met with the Principal on 09 February 2023 and went through the targets for the year. The Committee was advised that the view was that our targets are looking positive and it is felt that we are on course to meet them.

The Committee noted that a general discussion on the Principal's performance took place and both the Chair, and the Chair of the Board of Management were satisfied that the Principal is meeting and exceeding all requirements.

The Committee was advised that supplementary discussions around providing additional space for students (such as a student union), increasing international student recruitment, the reasons why past international recruitment had failed and the procurement of new machinery within the College had taken place during this meeting.

The Committee discussed whether additional support would be able to be provided to international students.

**Actions:**

- The Board is to be provided with a tour of the new machinery ahead of the next Board of Management meeting scheduled for 28 March 2023.
- The EMT is to provide the Committee with an insight into the current support mechanisms in place for international students.

*The HR Manager joined the meeting.*

**4. REMUNERATION EXERCISE**

The HR Manager advised that following the previous remuneration review it had been agreed that we would continue to monitor the salaries of the Principal, EMT, Research Staff, Tertiary Education Leaders, and the Directors of Research on an annual basis. The Committee was advised that given national bargaining negotiations are still ongoing, it is difficult for us to make an offer now and that a detailed paper would instead come to the PR&R Committee meeting scheduled for 01 June 2023.

The Committee noted that our remuneration package for the above roles tends to mirror the pay settlement claims for Academic and Professional Services staff. However, it was noted that we need to ensure that salaries of these roles remain competitive. The Committee noted that any potential offers will be benchmarked against the information made available within published End of Year Accounts for those within the College Sector.

**5. DATE OF NEXT MEETING**

Thursday 01 June 2023 at 10.00 a.m.

A handwritten signature in dark ink, appearing to be 'A. M. K.', is written over a large, faint, light-colored number '4'.

**Signed by the Chair:**

**Date: 01 June 2023**