



REMUNERATION COMMITTEE

23 May 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

**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  
Jo Roger, Director HR Partnering (Professional Services)  
Peter Smith (Korn Ferry Consultant - item 2 only)

**Apologies:** Ellen MacRae, President, EUSA

<b>1</b>	<b>Welcome</b>
	The Convener welcomed the committee members to the meeting. No conflicts of interest were declared.

<b>2</b>	<b>Strategic Review of Pay</b>
	The Committee welcomed a presentation by reward management consultants Korn Ferry on Senior Pay Developments in the HE sector. The presentation provided the Committee with a useful Higher Education sector view of current market trends and sector issues and provided useful context for future discussions around senior pay at the University. No new trends were identified as requiring immediate action given the current sector challenges.

*[The external consultant Peter Smith left the meeting]*

<b>3</b>	<b>Minutes of meeting of 24 Jan 2022</b>
	The minutes were formally approved by the Committee as a true record of the meeting.
<b>4</b>	<b>Matters arising from meeting of 24 Jan 2022</b>
	No other matters were raised by Committee members.
<b>5</b>	<b>Action Log update and Annual Meeting Cycle</b>
	There were no comments on the Action Log by Committee members.

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## SUBSTANTIVE ITEMS

<b>6</b>	<b>Committee of University Chairs (CUC) Annual Review Senior Staff Remuneration Code</b>
	<p>The Senior HR Partner Reward gave a summary of the findings following an annual review of the University's practices in relation to the CUC code which was last revised in November 2021. It was confirmed that the University continues to remain compliant.</p> <p>The Committee discussed that the CUC code plays a supplementary role to the prevailing Code of Good HE Governance agreed by Chairs of Scottish University governing bodies, which is currently under review. The University will check its compliance with any changes made to the Scottish code when it becomes available. Thereafter an annual review of University practice against both the Scottish code of Good HE Governance and the CUC HE Senior Staff Code will take place.</p>
<b>7</b>	<b>Clinical Academic Remuneration Review</b>
	<p>This paper was well received by the Committee as it provided an excellent overview to the remuneration of Clinical Academics in the University.</p>
<b>8</b>	<b>Governance of Senior Pay in Subsidiary Organisations</b>
	<p>The Committee welcomed this paper on exploring the role of the Committee members in overseeing senior staff pay in subsidiary organisations. The Committee discussed and agreed that if they are to play a role in oversight of pay in a subsidiary organisations then the Terms of Reference of Remuneration Committee should reflect this. The Committee approved the paper and reiterated the need to have an HR presence on the Oversight Group when considering reward matters, as well as an annual report of how the Oversight Group has managed all reward activity. The Committee requested further information to be provided on subsidiaries where University of Edinburgh has a controlling interest to confirm if the governance should also apply to those (not just to wholly owned subsidiaries).</p>

## ROUTINE ITEMS

<b>9</b>	<b>Any Other Business</b>
	None raised
<b>10</b>	<b>Date of next meeting</b>
	The date of the next meeting is still to be confirmed

*[Claire Phillips left the meeting]*

<b>11</b>	<b>Update of Electronic Decisions</b>
	The Senior HR Partner, Reward spoke to the paper, noting the Committee had electronically considered and approved ten new appointment and two out-of-cycle

	salary awards since the Jan 2022 meeting and three 'out of cycle' salary increases and 3 promotions to Chair had been approved by the Principal.
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<b>12</b>	<b>Out of Cycle Salary Decisions</b>
	An out of cycle salary increase was discussed and approved by the Committee to retain the post-holder.