



**REMUNERATION COMMITTEE**

**27 January 2025, Meeting One**

**Minute**

**Present:** Hugh Mitchell, Convener  
Janet Legrand, Senior Lay Member  
Frank Armstrong, Co-opted Member  
Douglas Millican, Co-opted Member  
Toby Kelly, Academic Staff Member  
Dora Herndon, EUSA President

**In attendance:** Peter Mathieson, Principal and Vice-Chancellor (by Teams link)  
Leigh Chalmers, Vice-Principal and University Secretary  
James Saville, Director of Human Resources (HR)  
Jo Roger, Director of HR Partnering (by Teams link)  
Sheila Jardine, Senior HR Partner, Reward & Recognition

<b>1</b>	<b>Welcome</b>
	The Convener welcomed all attendees to the meeting. No conflicts of interest were declared.
<b>2</b>	<b>Minutes of meeting of 10 September 2024</b>
	The minutes were formally approved by the Committee as a true record of the meeting.
<b>3</b>	<b>Matters arising from meeting of 10 September 2024</b>
	There were no matters arising.
<b>4</b>	<b>Action Log update and Annual Meeting Cycle</b>
	The Committee welcomed additional information provided on Grade 10 off-scale staff and grade 10 level Clinical Academic staff. The range of papers provided led to a discussion on grade 10 staff and reward which the committee confirmed was helpful. The committee agreed that along with any further requests for benchmarking, this information should be added to the on-going grade 10 population data pack to enable future decision making.

**SUBSTANTIVE ITEMS**

<b>5</b>	<b>Grade 10 and Equivalent Staff Equal Pay Audit 2024</b>
	The Director of HR Partnering provided a summary of the Grade 10 Equal Pay Audit which is produced annually. The committee acknowledged the positive 0.9% reduction in average gender pay gap from 6.3% to 5.4%. The committee noted the positive shift in the female population numbers which now makes up 33.4% of the

	grade 10 population and the need to continue recruiting more senior female staff. Although protected characteristic disclosure rates have increased, the committee noted the need to continue to do more on improving these disclosure rates to be able to draw more meaningful conclusions on ethnicity and disability pay gaps. The committee recognised the positive impact that ongoing attention and action across the University has had on reducing pay gaps.
<b>6</b>	<b>Grade 10 Professorial and Senior Staff Contribution Reward 2025</b>
	The Director of HR provided a summary of the paper where the number of contribution awards of increments and lump sums will be a reduction to previous years budgets. This reflects the positive changes made through the grade scale review in 2024 where grade UE10 scale starts higher up the national pay spine and automatic increments move from biennial to an annual basis. This reduced budget was previously agreed by the SLT in 2024 as it also provides a cost management opportunity during this time of financial restraint.

## ROUTINE ITEMS

<b>7</b>	<b>Other Remuneration Matters</b>
	None raised
<b>8</b>	<b>Any Other Business</b>
	None raised
<b>9</b>	<b>Date of next meeting</b>
	The date of the next meeting was confirmed as 19 May 2025.

*[Toby Kelly and Dora Herndon left the meeting]*

## Individual Salary Proposals

<b>10</b>	<b>Three Year Analysis of Electronic Decisions</b>
	<p>The Senior HR Partner, Reward spoke to the paper, noting the Committee had not received any requests to consider salaries for senior appointments since the September 2024 meeting.</p> <p>Over the past 3 years the committee had considered and approved 27 appointment salaries and 14 out of cycle salary requests aiding retention of key staff. Three appointment salaries and 27 out of cycle increases were also approved by the Principal over the 3 year period. The Committee discussed the approach taken to approve these individual cases throughout the year and would like to see the continued control and rigor on such requests. They were pleased to note that the salaries awarded had enabled the University to secure and retain key skills and talent.</p>
	<i>[At the request of the Remuneration Committee Convener, Peter Mathieson, Leigh Chalmers, James Saville, Jo Roger &amp; Sheila Jardine left the meeting to allow a discussion on the SLT and Principal pay proposals. No notes were taken of this]</i>

	<i>discussion. Peter Mathieson, James Saville and Jo Roger returned when invited by the Convener for the conclusion of the discussion and noting of the outcome.]</i>
	<b>Closed Paper</b>
<b>11</b>	<b>Principal's Pay Recommendations for Senior Management Team</b>
	In-line with the principles approved by Court in October 2024, a proposal to increase pay in line with the JNCHES cost of living increase for 2024 of 2.5% was approved. Further adjustments to 2 salaries in relation to individual contribution were discussed and approved. In consideration of salary decisions, a thorough discussion took place not only of individual performance in role, but also on the overall contribution to the success of the University.