

Remuneration Committee minutes

A meeting of the Remuneration Committee was held on Friday 4 September 2020 at 10:15 via Skype.

Present: Douglas Mundie (Chair)
Sheila Duncan
Veena O'Halloran
John Wallace

Apologies: None

Officers: Martin Fairbairn, Chief Operating Officer (for items 1-4 on the agenda)
Karen Watt, Chief Executive (for items 1-4 on the agenda)
Helen Gibson, Assistant Director HR & OD (Committee Secretary)

20/08 **Welcome and Chair's business**

The Chair welcomed members to the meeting.

The Chair noted that SFC had made several new appointments recently, including at director level, and welcomed the fact that the new appointees will together bring a breadth of experience from different sectors.

The Chair also commented that the Council's Audit and Compliance Committee had expressed concern about the ongoing stretch at senior level and across parts of the staff base; and noted that this Committee has a responsibility to help ensure the organisation is adequately resourced.

20/09 **Minutes from the previous meeting on 17 March 2020 (RC/20/MIN1)**

The minutes from the previous meeting were agreed as a true record.

20/10 Matters Arising

There were no matters arising to report.

20/11 HR & OD report (RC/20/04)

The Committee welcomed the report, which included a copy of the update provided to the Committee by email in April (this was in lieu of a full meeting given the covid situation at the time).

The Committee commented that the organisation had stepped up remarkably well to the challenges of the past six months and that it would be important to find ways to pace itself if the staff and the organisation are to maintain resilience over what is likely to be a challenging winter period. The Committee was supportive of the executive's ongoing focus on supporting colleagues' wellbeing as well as the continuation of its strategy to develop capacity and capability across the organisation.

20/12 Update on 2020-21 pay agreement (RC/20/05)

The Committee noted the update provided in the paper, which included a record of decisions made by correspondence in April relating to the interim pay award for Directors; and agreed to the proposals concerning remuneration for the Chief Executive and for the Chair and Members in 2020-21. It was noted that these proposals were consistent with the relevant Scottish Government Pay Policy and would be subject to Scottish Government approval.

20/13 Forward agenda (RC/20/06)

It was agreed that the next meeting would include an update on ongoing measures to support staff to work in the covid environment.

20/14 AOCB

There were no other items of business.

20/15 Date of next meeting

Friday 4 December 2020.