

## **Remuneration Committee minute**

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

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

**Apologies:** None

**Officers:** Karen Watt, Chief Executive  
Martin Fairbairn, Chief Operating Officer  
Helen Gibson, Assistant Director HR & OD (Committee Secretary)

### **20/16 Welcome and Chair's business**

The Chair welcomed members to the meeting.

The Chief Executive was invited to provide an update on the Voluntary Exit programme. It was noted that:

- Provisional offers had been made, with acceptances to be confirmed by 23 December.
- The number of leavers is relatively small but significant. This means that early in the new year the Senior Leadership Group will take forward some modest realignment to make sure we have resilience where we need it and taking opportunities to organise ourselves in ways that best support our future ambition.
- Alongside this we will review our digital tools and systems in light of current and future needs.

### **20/17 Minutes from the previous meeting on 4 September 2020 (RC/20/MIN2)**

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

**20/18 Matters Arising**

There were no matters arising to report.

**20/19 HR & OD report (RC/20/07)**

The Committee welcomed the report, which included an update on Voluntary Exit, the resourcing budget, ongoing work to support health, safety and wellbeing during covid and the upcoming Investors in People review.

The Committee commented that it was an exceptional year in which to be undertaking an IIP re-accreditation but it was agreed that structured feedback is welcome and the review will give some helpful pointers as we move forward.

**20/20 Committee self-evaluation and forward agenda (RC/20/08)**

It was agreed that the executive would continue to update the Committee on progress with the ongoing change programme over the coming months and that the Committee would act as a sounding board where helpful.

It was agreed that the self-evaluation form would be circulated to Committee members for completion before the next meeting.

**20/14 AOCB**

There were no other items of business.

**20/15 Date of next meeting**

Thursday 18 March 2021.