

Minutes of the Remuneration Committee on Wednesday 27 November 2019  
At Michael Andrews Building, East Park Terrace, Southampton

**Present**

Phil Cotton	Independent Governor and Chair of Board
Georgina Corbett via Skype	External Co-opted Member
Prof Ruth Farwell CBE DL	Independent Governor and Committee Chair

**In attendance**

Dr Caroline Carpenter	University Secretary
Andrea Thompson	Interim Deputy Vice-Chancellor
Bridget Woolven	Clerk to the Governors

**19/31 Apologies**

There were no apologies. No conflicts of interest were declared.

**19/32 Minutes of the meeting of 4 September 2019**

**Confidential**

This minute is confidential.

Subject to the change being made, the minutes were approved as a correct record.

**19/33 Matters arising**

**Confidential**

This minute is confidential.

**19/34 People & Development Report**

**Paper 19/RM/11**

Andrea Thompson, Interim Deputy Vice-Chancellor presented the report.

- i. The 18/19 People and Development Operating plan had been completed, with a small number of areas (health and well-being and development) continuing into the 19/20 operating plan. The 19/20 plan identified six key themes, and set out ten objectives.
- ii. In presenting the report, Andrea highlighted significant recent activity including:
  - Solent Leader development activity

A pilot session of Solent leadership behaviours training designed to raise awareness had been held for the staff in Policy, Governance and Information and delivered by Yellow Day. The session had been well received and proved cost effective.

The objectives were to improve confidence and promotion prospects as well as developing good leaders for the future and improving the gender pay gap. Leadership behaviours had also been embedded into the University P&DR process.

Investigation training had been delivered to 49 staff members and covered both staff and student procedures.

- Career Pathway - Key Experiences

At the 31 October deadline, 700 of 1200 staff had completed, or almost completed, the online Essentials training modules. The deadline had been extended to 31 January 2020.

- Policy developments

Two staff members were currently on sabbatical under the new policy. An Employee Volunteering policy had been recently launched as part of Solent's Civic Charter.

- Pay awards

The turnout for the UCU ballot had been 34% (below the 50% required for strike action). 50 UCU members had voted for strike action and 20 against. UNISON did not have statistics for its results however it had failed to meet the minimum 50% turnout required. 13 universities would be re-balloting in late November/early December however Solent was not one of these.

- Pay statement

A draft pay policy statement had been drafted. **ACTION:** Members were invited to submit their comments on the statement to Andrea Thompson by close of 13 December. **ACTION:** Andrea Thompson to include explicit reference to Living Wage in the statement.

In discussion, the followings points were made:

- iii. The gender pay gap measurement was taken in March each year and in 2020 Solent would engage XpertHR to run the analysis.
- iv. With reference to employee volunteering, Phil Cotton noted that the private sector now encouraged staff to volunteer the skills that they use in the workplace.

**19/35 First Severance Report 2019/20**

**Paper 19/RM/12**

Remuneration Committee:

- i. Noted the 13 severances contained in the first severance report for 2019/20 at a cost of £170,091 at 8 November 2019;
- ii. Noted that the Voluntary Severance Scheme was currently closed. A decision on whether to open the scheme again would be made in early in the new year; and
- iii. Noted that the severance budget for 2019/20 had been set at £803k.

**19/36 Dates of Meetings for 2019/20:**

Wednesday 26 February 2020 at 14:30hrs (to include the review of the Committee's terms of reference)

Wednesday 22 April 2020 at 14:30hrs

Wednesday 22 July 2020 at 14:30hrs