

Remuneration Committee minutes

Meeting	Remuneration Committee	Date	21 November 2023
Location	Folkestone Executive Board Room	Time	11.00
Membership	Miranda Chapman [MC] [Chair], Charles Buchanan [CB], Jo Worby [JW], Peter Cheney [PC]		
In Attendance	Graham Razey [GR] Sharon Hollingsworth [SH] [Group Director of Governance]		

	ITEM	COMMENTS	ACTION
1	Welcome and Apologies for Absence	The Chair welcomed members to the meeting with Jo Worby attending via Teams.	
2	Declarations of Interest	There were no further declarations other than those previously declared.	
3	Minutes of the meeting held on 9 May 2023	Minutes of the meeting held on the 9 May 2023 were agreed as an accurate record and will be signed by the Chair following the meeting.	
4	Matters Arising not covered by this agenda	There were no matters arising.	
5	Terms of Reference for the Remuneration Committee	The updated terms of reference were reviewed, the Committee had no further amendments to make. AGREED: The Terms of Reference for the Remuneration Committee.	

6	Annual Remuneration Statement 2022-23 to the Corporation	<p>The Annual Remuneration Statement to the Corporation was presented and discussed.</p> <p>A Governor requested one slight amendment on page 4 to make it clear that the 2023 salaries reflect the change in structure as articulated on page 1 of the statement.</p> <p>Recommend: Remuneration Annual Statement 2022-23 to the Corporation for approval, subject to the above change.</p>	
7	Remuneration of the Group Chair (CB not present)	<i>This item was considered confidential and will form Confidential Minutes Part A.</i>	
8	Remuneration of Senior Post Holders (GDG not present)	<i>This item was considered confidential and will form Confidential Minutes Part A.</i>	
9	Remuneration of the CEO (CEO, GDG not present)	<i>This item was considered confidential and will form Confidential Minutes Part A.</i>	
10	Any Other Business	There was no other business.	
11	Matters Considered Confidential	Item 7, 8 and 9	
12	Date and time of next meeting –	Date and time of next meeting to be confirmed.	

There being no further business the meeting closed at 12 noon.

The FGB Chair, CEO, and Group Director of Governance have been given delegated authority by FGB to review confidential minutes on an annual basis. The following minute was released for publication following the review panel meeting held on 14.10.24.

Remuneration Meeting of 21.11.23 Confidential Part A, Item 7

	ITEM	COMMENTS	ACTION
7	Remuneration of the Group Chair (Group Chair (CB) not present)	<p>The Group Chair has been paid since 2018, the current authority to remunerate the Chair is time limited and is due to expire on 24th September 2024. The Chair's current term of office as a governor and Group Chair is due to expire on 31 August 2025.</p> <p>The Committee was asked to consider whether a further application to remunerate the Group Chair should be submitted to the Charity Commission. It was noted that this would be the fourth application.</p> <p>GR remarked that the Department of Education (DfE) are aware of the issue around the remuneration of Chairs across the sector, it is hopeful that the expected new FE Handbook will address the issue.</p> <p>It was questioned if CB would step down as Chair if the role was not remunerated. GR offered to have a conversation with CB to establish the position on the matter.</p> <p>The Committee agreed that the Chair's role should be remunerated given the scale and complexity of the organisation.</p> <p>The Committee considered two options, one being to submit a further application to the Charity Commission to seek authority to remunerate the Group Chair. The second</p>	GR

		<p>to make enquires and establish whether the Group's Instrument and Articles of Government document could be amended to provide a permanent power to remunerate the Group Chair role. The Committee were in favour of the second option however, decided to explore both options, it was suggested that legal advice should be taken on the second option. GR/SH to make enquires and to report back at the next meeting.</p> <p>AGREED: To seek authority to continue to pay the Group Chair</p>	GR/SH
--	--	---	-------