

THE STATE HOSPITALS BOARD FOR SCOTLAND

REMUNERATION COMMITTEE ANNUAL REPORT

1 April 2023 – 31 March 2024

1. Introduction

Staff Governance is defined as ‘**a system of corporate accountability for the fair and effective management of all staff.**’

The Staff Governance Standard (4th Edition) sets out what each NHSScotland employer must achieve in order to improve continuously in relation to the fair and effective management of staff. Implicit in the Standard is that all legal obligations are met, and that all policies and agreements are implemented. In addition to this, the Standard specifies that staff are entitled to be:

- well informed;
- appropriately trained and developed;
- involved in decisions;
- treated fairly and consistently; with dignity and respect, in an environment where diversity is valued;
- provided with a continuously improving and safe working environment, promoting the health and wellbeing of staff, patients and the wider community.

In the performance year 2022/23, The State Hospitals Board for Scotland’s Remuneration Committee continued to focus its monitoring activities in respect of the above, with particular regard to the performance, pay and terms and conditions of Executive and Senior Managers.

The NHS Board Vice-Chair remains Chair of the Committee which aligns with practice throughout NHS Scotland. This ensures that the committee chair does not play a role in the Executive and Senior Manager Appraisals process, avoiding potential conflict of interest

2. Committee Chair, Committee Members and Attendees

Committee Chair:

David McConnell (Chair of Committee, Non-Executive Director)

Committee Members:

Allan Connor (Employee Director)

Cathy Fallon (Non-Executive Director)

Brian Moore (Board Chair)

Pam Radage (Non-Executive Director)

In attendance:

Gary Jenkins (Chief Executive)

Linda McGovern (Director of Workforce)

Margaret Smith (Head of Corporate Governance)

3. Meetings 1 April 2023 – 31 March 2024

During 2023/24 the Remuneration Committee met on three occasions, in line with its terms of reference (Appendix 1).

Meetings were held on:

- 8 June 2023

- 17 October 2023
- 14 February 2024

Attendance of Committee members were as follows:

	Number of Meetings Present
David McConnell	3
Allan Connor	2
Cathy Fallon	2
Brian Moore	3
Pam Radage	2

4. Summary of Reporting

The Committee received reports and monitored areas as follows:

- Approval of the Performance Management arrangements and Performance Appraisals for Executive Directors for the performance year 2022-23.
- Agreement that the Appraisal outcomes for Executive Directors be submitted to the National Performance Management Committee.
- Agreement of the Executive Directors Performance Planning and Review (Objectives) for the year 2023/24.
- Agreement of the Executive Directors Mid-Year Reviews for 2023/24
- Consultants discretionary points were reported on and approved.

The Remuneration Committee also reviewed other issues related to its remit. During this year the committee considered recruitment to Executive and Senior Management positions in the organisation to ensure resilience in the Executive Team.

5. Areas of Best Practice

Improvement:

Greater Clarity and consistency of objectives set across the full Board.
Working towards greater clarity on the basis of committee decisions

Concern:

Greater control on the management of the Appraisal process to ensure all relevant paperwork is completed timeously.

6. Conclusion

The Remuneration Committee discharged its responsibilities with regard to the oversight of Executive and Senior Managers' performance management and remuneration.

I offer my thanks for the continuing support and encouragement of Committee members and also to those members of staff who have worked on the Committee's behalf during 2023/24.

David McConnell
REMUNERATION COMMITTEE CHAIR

