

Minutes of the CGLMC Ltd Remuneration & Reward Sub-Committee Held in the Committee Room at 20 Links Parade on Thursday 8th September 2017.

Present: J Gilbert (Remuneration & Reward Convenor), P Sawers, I Frier

In Attendance: M Wells (Chief Executive)

The meeting began at 1500 hours.

1. Apologies

C Yule, G Murray

2. Declarations of Interest

There were none.

3. Legislation Changes

The members of the sub-committee considered the report highlighting the organisations legal commitment with regards to NI contributions, obligations as a Living Wage employer and membership of the Tayside Pension Fund.

As we are obliged to honour changes in legislation, the sub-committee agreed to recommend the following to the Finance sub-committee, worst case scenarios.

1. At this time, we do not know what the Tayside Pension Fund contribution will be set at for the 2018/19 financial year, but calculation that a 1% increase or decrease will affect the budget by £24,007.

2. The National Living Wage is due to be announced in November 2017. We have assumed that there may be a rise of 40p per hour, in the National Living Wage, which would result in a £7,000 increase or 0.29% to our average salary budget.

4. Annual Cost of Living Increases

The sub-committee agreed that in accordance with our decision to use the Consumer Price Index as a guide when deciding on the annual staff pay award, a salary increase of 2.6% should be applied from 1st April 2018. This recommendation will be forwarded to the

79.

Finance sub-committee, who if in agreement will submit to the Full Board for final approval. For clarity, a 2.6% salary increase will equate to a total additional salary expenditure of £81,621.

5. Annual Staff Bonus

The sub-committee agreed to continue and award a £200 bonus to each eligible employee. It was agreed however, that the principle of awarding bonuses will be looked at as part of a wider review and development of the salary and bonus process from 2018/19. It was agreed that staff need to be informed that the bonus scheme is likely to undergo a review over the coming months.

6. Salary Banding Increases

Details are provided in the confidential minute.

7. Ad Hoc Bonuses

Details are provided in the confidential minute.

8. Championship Head Greenkeeper Responsibility Payment

The members of the sub-committee discussed the recommendation to continue with an additional responsibility payment for the Championship Course Head Greenkeeper. It was agreed to recommend to the Finance sub-committee that this payment should be paid, particularly in light of the forthcoming Open Championship in July 2018. M Wells suggested that a two year progression plan should be adopted for the Championship Head Greenkeeper, commensurate with the responsibility this position holds. It was agreed that this be authorised and proposed to the Finance sub-committee for approval.

9. Overall Salary Costs Report

A revised Overall Salary Costs Report will be prepared by M Wells, taking into account revisions to salary and bonus proposed by this sub-committee. Details of this are provided on the confidential addendum to the minute.

This revised proposal will be forwarded to the Finance sub-committee for approval.

10. Any Other Competent Business

Seasonal Staff Bonuses

Seasonal staff bonuses were also considered having been raised at Full Board of Trustees. It was agreed no payment would be made for this year, but that they would be included in the overall review for 2017/2018 year.

There being no further business the meeting closed at 1600 hours.