



Remuneration and Appointments Committee

Minutes of the Remuneration and Appointments Committee (RaAC) held on 21 October 2021

Unconfirmed

- Chair: Dr Bill Gunnyeon: all items except item 5
Kate Husselbee: item 5 only
- Present: Kate Husselbee
Caroline Guy
- Apologies: Simeon London
Dr Denis Shaughnessy
- In attendance: Matthew Redford, Chief Executive and Registrar
Amanda Chadwick, Human Resources Manager

Item 1: Welcome and apologies

1. Simeon London and Dr Denis Shaughnessy sent their apologies.

Item 2: Minutes and matters arising

2. The minutes of the meeting held on 21 October 2021 were approved.

Item 3: Matters arising report

3. None.

Item 4: Reasonable adjustments for non-executives

4. The RaAC discussed the GOsC's approach to handling reasonable adjustments for non-executives which has not previously come before the committee. They considered:
 - a. The importance of diversity and inclusion.
 - b. Making sure that members are comfortable so they can perform their governance role to the best of their ability.
 - c. The need to make sure reasonable adjustments are proportionate and reasonable.
 - d. Risk assessments are not required for non-executives.

- e. Looking into having a pool of adjustable chairs which can be used by non-executives. It was noted that there is a risk that each individual has different requirements, and this may be an unjustified investment.

The Committee agreed: no changes are required to the current approach to managing reasonable adjustments for non-executives.

Item 6 – Human Resources update

NB: The agenda was taken out of order at this point

- 5. The RaAC suggested that the executive carefully think about what an agile working strategy looks like for GOsC and the data which underpins it. It was recognised that having explicit conversations with staff about how this will work in practice is important. An update was requested by the RaAC for the March 2022 meeting.

The Committee noted: the Human Resources update

Item 5 – Review of non-executive fees and allowances

NB: Kate Husselbee chaired this item as the Chair of Council was conflicted for the item. It was noted, however, at the start that because of the quoracy requirements (see para 11), it would not be possible for consideration to be given to the Chair of Council fees at this meeting. Accordingly, the Chair of Council remained present for the discussion on the remainder of the paper. Comments were submitted in writing from Simeon London and were considered as part of the discussion.

- 6. The RaAC considered fees and allowances payable to non-executive members.
- 7. RaAC specifically discussed the following in relation to Council members and Chair of Committee's annual allowances.
 - a. The benchmarking shows that GOsC remains in line with the market and is in a good place.
 - b. There has been no increase in the last four years.
 - c. If an increase is made, this will send the wrong message to osteopaths.
 - d. Council members and Chair of Committee annual allowances should remain the same.
 - e. Council fees should be reviewed in one year.
- 8. The RaAC considered the below in respect of the GOsC day rate fee.

- a. The benchmarking data shows that GOsC remain broadly consistent with the market.
 - b. The data did not include HCPC as we were unable to obtain this information from them at the time.
 - c. Reviewing the day rate is important because of the impact this may have on recruitment if it is not regularly reviewed.
 - d. This should be reviewed again in one year.
9. RaAC noted that the screeners fee was reviewed in December 2020 and Council approved an increase in the Screeners Fee with effect from 1 January 2021. This was because it had fallen out of line and was immediately addressed. There was no need to review this further at this time.
10. RaAC considered the following in relation to non-executive expenses:
- a. Overnight accommodation within London is slightly out of line with the rest of the healthcare regulator benchmarking data. The average amount reimbursed is £170 per night and GOsC pay £150 currently.
 - b. Increasing this to £170 would be a minimal cost for GOsC but ensure that we were brought in line with the other regulators.
 - c. There is no need to review expenses annually due to minimal change across the sector. This can be reviewed triennially moving forward.
11. In relation to the Chair of Council fee it was noted that any discussion on this would need to be deferred until 2022. This was because the current terms of reference of the committee require the Chair of Council to be present in the discussion for the committee to be quorate; however, as the Chair is conflicted, this presents an inherent problem. The Chair and Chief Executive and Registrar agreed to discuss this matter and come back to the committee outside of the normal meeting cycle with a proposal to amend the committee terms of reference.

The Committee agreed:

- a. To review Council members and Chair of Committee's annual allowances in October 2022.
- b. To review the GOsC day rate fee in October 2022.
- c. To make no change to the GOsC Investigating Committee Screeners fee.
- d. To increase overnight accommodation in London to £170 effective from 1 April 2022.

- e. To review allowances and fees annually and expenses tri-annually.
- f. To defer a review of the annual allowance paid to Chair of Council until 2022.

Item 7: Forward plan

The Committee noted: the forward work plan.

Item 8: Any other business

12. RaAC explored whether it would be feasible for an osteopath to apply to a non-executive role at GOsC whilst living abroad. The following factors were explored:
 - a. We would like to explore the possibility of making this work from a diversity and inclusion perspective.
 - b. It may be more challenging for an overseas osteopath to sit on a fitness to practise committee.
 - c. We need to be careful that we do not set a precedent and handle this consistently.
13. It was agreed to prepare a paper for RaAC at some point in the future to consider this further. RaAC advised the Executive that while this was an interesting area, it should not be prioritised over ongoing commitments.

The Committee agreed: Currently we are not in a position to accept applications outside of the UK but will look into this for the future.

Date of the next meeting: Thursday 24 March 2022 at 14.00.

Committee forward work plan

Meeting date	Agenda items
March 2022	<ul style="list-style-type: none"> • Reward and recognition (job evaluation, pay structure) • Council Associate programme (induction arrangements) • Mental Health at Work commitment (staff survey) <p>Standard items:</p> <ul style="list-style-type: none"> • Staff cost of living pay awards • Appointments and re-appointments (yearly planner, recap of 2021 recruitment campaigns) • Human Resources update • Forward work plan
June 2022	<ul style="list-style-type: none"> • Reward and recognition (if required) • Mental Health at Work commitment (if required) <p>Standard items:</p> <ul style="list-style-type: none"> • Committee Annual report • RaAC effectiveness survey • Appointments and re-appointments • Human Resources update • Forward plan
October 2022	<ul style="list-style-type: none"> • Council and Non-Executive fees and allowances • Staff satisfaction survey 2022 <p>Standard items:</p> <ul style="list-style-type: none"> • Appointments and re-appointments • Human Resources update • Forward plan