

Human Tissue Authority

Board Meeting Conducted in Public

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Remuneration Committee Update

Purpose of paper

1. This paper provides an overview of the business of the Remuneration Committee meeting held on 22nd May 2023.

Proposed Pay Award and Grading Structure

2. An update was provided to RemCo by the CEO on the proposed pay award for 2023. The guidance given by DHSC was a 4.5% uplift. There was an additional 0.5% that could be used to target lower paid employees
3. A detailed paper on the proposed pay increase was discussed. HTA took a creative approach to meeting the needs of the organisation within the envelope of the guidance given. The approach taken was to offer either a lump sum payment or 4.5% whichever was the greater. There was also an opportunity to correct some historical internal pay anomalies, particularly in Regulation. This meant that certain individuals would attract a further payment to bring them in line with their colleagues.
4. This paper also presented an opportunity to review the current banding within HTA. Historically the banding was wide and presented difficulties in managing candidate expectations when recruiting. Given that HTA doesn't currently offer progression within bands, it was proposed to narrow some of the bandings in

order to address this issue. RemCo requested additional data in relation to Gender Pay, on review it was noted that the gender pay gap, with this proposal was narrowed. Following a detailed discussion RemCo approved the proposal. This is now with the department for final sign off. Once signed off HTA will be able to communicate the new structure internally and externally. The intention would be to implement the pay award in line with Department guidance of 1st August 2023.

5. There was an additional paper presented that discussed difficult to fill positions, in particular within the IT Function. It was agreed that, in particular at senior levels, these roles were hard to attract quality candidates at the level of remuneration on offer. The committee agreed that HTA on this occasion could recruit slightly outside of the current senior banding to secure the right candidate. The recruitment for this position is currently ongoing.

Organisational Development

6. A further verbal update on the OD work was given. Good progress had been made on Values and Behaviours through away day work and staff engagement activities. The organisation has signed up to the framework pending board approval. Once agreed the framework will be incorporated into HR processes going forward, in particular Recruitment and Onboarding. The committee agreed with this approach going forward. It was noted that this work was having a positive impact on the organisation.
7. RemCo will be updated on the implementation of the pay award and the updated banding at the next meeting. They will also receive a further update on the OD implementation.

Action required

8. The Board is asked to note the content of this report.