

## **TERMS OF REFERENCE REMUNERATION COMMITTEE**

### **CONSTITUTION**

The Committee is a Committee reporting to the Corporation.

### **MEMBERSHIP**

The Chair and at least two other Governors, and may include members co-opted onto the Committee with appropriate HR expertise.

### **QUORUM**

The quorum is two members.

### **ATTENDANCE**

The Senior Postholders may be in attendance.

### **PURPOSE**

- 1) To meet at least annually to consider the remuneration and the conditions of service of the senior post holders, to take decisions on remuneration and to make such other recommendations as they deem appropriate, to the Corporation.
- 2) To review Governors and Senior Post Holders' expenses on an annual basis and to make any recommendations to the Corporation as deemed appropriate.
- 3) To review the Professional Development Review (PDR) process of Senior Post Holders and make any recommendations to the Corporation as deemed appropriate.

### **FREQUENCY**

The Committee to meet at least annually and as required.

### **AUTHORITY**

The Committee has specific authority as delegated by the Corporation from time to time.

### **REPORTING**

The Clerk will be the Clerk to the Corporation. Formal minutes will be taken of all meetings and will be presented to the next meeting of the Corporation if deemed appropriate by the Chairman. Minutes will be approved and signed at the next meeting of the Committee.

Last reviewed: September 2010 Corporation Approved: December 2011 Review Date: Annual
---