

Human Resources Committee - Terms of reference

Role

The role of the Committee is to:

- advise on pay and employment policies
- and agree pay awards within approved Budget.

Remit

Specifically the Committee will:

- regularly review and agree performance review arrangements
- agree remuneration policies including terms, conditions and benefits
- consider recommendations for individual pay on the basis of individual appraisals.
- consider the Charity's human resource strategy.

Membership

Members are:

- Chair of the Board of Governors who will be Chair of the Committee
- two other Governors.
- In attendance shall be:
- CEO except when issues relating to the CEO are discussed.

Quorum

Two members of the Committee, one of whom should be the Chair of the Board of Governors or Vice Chair or Chair of Audit Committee.

Meetings

The Committee will meet at least once a year, to consider annual pay awards.