

Annex 1

**CONSTITUTION &  
TERMS OF REFERENCE OF  
COMMITTEES**

## **REMUNERATION COMMITTEE**

### **Constitution**

1. The membership of the Committee shall be the Chair of the Corporation and four eligible members. Ineligible members are the Principal and the staff and student governors.
2. At the first meeting of the Committee in each academic year, the Committee shall appoint a Chair from amongst its members.
3. The Committee shall be quorate when at least three members are in attendance.
4. The Committee shall meet at least once in each academic year.
5. Decisions to be made at meetings of the Committee shall be determined by a majority of the votes of members present and voting. Where there is an equal division of votes, the Chair shall have a second or casting vote.

### **Terms of Reference**

1. To advise on the remuneration and conditions of service, including disciplinary and grievance procedures, of the holders of senior posts\*.
2. To undertake, or to make suitable arrangements for, the annual appraisal of the Principal and to ensure that appraisal arrangements are in place for other senior postholders.

\* Senior post means the post of Principal and such other posts as the Corporation may from time to time determine for the purposes of the Articles of Government.