

BORDERS COLLEGE
REMUNERATION COMMITTEE
TERMS OF REFERENCE

1 Constitution

A minimum of three non-executive independent members plus in addition the Chair of the Regional Board. For the avoidance of doubt, the Principal of the College is ineligible for appointment but shall be an adviser to the committee regarding proposals relating to other members of the Executive Team. He or she may not take part in the determination of any such matter. Members of the College Management Team can be in attendance by invitation of the Chair.

1.1 Quorum: Three members of the Committee shall constitute a quorum.

1.2 Chair: The Committee shall elect a Chair from amongst its members for approval by the Regional Board. The Chair of the Regional Board shall not act as Chair of the Committee.

2 Terms of Reference

2.1 To determine and review the salaries, terms and conditions and pension arrangements of the Principal and other members of the Executive Team.

2.2 To determine the performance framework applied to the Principal and senior staff, adopting a process consistent with the requirements of the Code of Good Governance

2.3 To consider any proposed severance package prior to submission to the Regional Board in terms of the College's Staff Severance Policy and Scottish Funding Council guidelines/rules, where this relates to the Principal and/or Executive Team or other member of staff as required by SFC guidance.

2.4 To consider and respond to any appeals made by senior executives in relation to 2.1 and 2.2 above.

2.5 To demonstrate efficient and effective use of public funds in the Committee's decisions, so that they reflect the performance of the organisation and the requirement for its ongoing financial sustainability.

3 Authority

The Committee is authorised by the Regional Board to obtain independent professional advice if it considers it necessary.

4 Meetings

The Committee shall meet at least once yearly and more frequently as necessary.

5 Reporting

All Members of the Regional Board shall receive a copy of the Minutes of each meeting. The Chair of the Committee shall make an oral and/or written report to the following Regional Board meeting.

Approved by the Board - Dec 2019

Date of Next Board Review - Dec 2021