



**Nottingham**  
**City Homes**

**HUMAN RESOURCES &  
REMUNERATION COMMITTEE**

**TERMS OF REFERENCE  
&  
DELEGATION OF POWERS**

## HUMAN RESOURCES & REMUNERATION COMMITTEE

### Terms of Reference

The Human Resources & Remuneration Committee is charged with assisting the Board to fulfil its statutory obligations as an employer, including such matters as staff relations and development, equality and diversity, health and safety, and discrimination.

The Human Resources & Remuneration Committee is accountable for the Board for ensuring that the Company has adequate and effective HR function, policies and strategies that meet statutory and regulatory requirements.

The Human Resources & Remuneration Committee also fulfils the remuneration function for senior executive team on behalf of the Board, including reviewing the performance and pay of the Chief Executive

Delegated powers	
<b>HR policies and strategies</b>	
Determination, and review on a planned rolling programme, of key strategies and policies for human resources and organisational development	
<b>Staff and Trades Union consultation</b>	
Determination, and oversight, of effective arrangements for consultation with staff as a whole, and for negotiation and consultation with appropriately recognised Trades Union(s) and/or other representatives.	
Undertake the role of the Disputes Resolution Panel to consider appeals against Chief Executive or Company decisions	
<b>Chief Executive</b>	
Establishment of targets for the Chief Executive for each financial year	
Ensuring effective arrangements are in place for the Chief Executive's appraisal and monitoring of in-year progress against these targets	
Assessment of, and making recommendations to the Board on, the Chief Executive's performance related pay in the light of achievement or otherwise of these targets	
Consideration of any changes to the Chief Executive's remuneration as and when this may be required.	
Appointment of the Chief Executive position	
<b>Terms and Conditions of Employment</b>	
Determination of performance related pay awards for other staff based on the achievement or otherwise of the year's targets	
Consideration, and recommendation to the Board of, the annual pay award for	

the Company's staff	
Consideration and determination of changes to the Company's pay structure	
Consideration and determination of the remuneration of the Executive Management Team	
Determination of significant variations to the terms and conditions of employment	
Ensure appropriate policies and procedures are in place in relation to appeals and appeal panel arrangements	
Consider the details of restructuring proposals following any necessary approvals in principle by the board	
<b>Performance Monitoring</b>	
Monitor key company employment indicators and trends e.g. absence, turnover, employment tribunal cases	
<b>Equality and Diversity</b>	
Ensure effective measures are in place to promote equality and diversity in employment	
<b>Employee Development</b>	
Promote people development across NCH	
Review progress on key initiatives such as lIP and Staff Survey	