

Search, Remuneration and Governance (SRG) Committee Terms of Reference 2023-24 (December 2020, reviewed July 2021, July 2022 reviewed and re-approved by GB July 2023)

Membership	Duties		
<ul style="list-style-type: none"> • Normally seven governors including: <ul style="list-style-type: none"> ○ Chair of Governing Body ○ Chair of FEGP Committee ○ Chair of ARA Committee ○ Chair of TLQSE Committee ○ Chief Executive and Principal ○ a Staff Governor ○ up to two other members of Governing Body. • Governing Body shall appoint the members, Chair and Vice Chair. • Other governors shall have a right of attendance. • The quorum is 40% of members (the majority of whom must be Governors). <p><u>For remuneration business:</u></p> <ul style="list-style-type: none"> • Any members or other individuals present shall withdraw if the Committee is discussing their remuneration or performance. • Neither the Chair of Governing Body nor any other governor who has delegated responsibility for review of the Chief Executive and Principal's performance and remuneration may chair remuneration business. • Staff and Student Governors are excluded from participation in any items concerning the remuneration of Senior Post Holders, using the process outlined in the Instrument and Articles 	Search		
	Remuneration		
	Governance		
	Proceedings of meetings	Authority	Other
<ul style="list-style-type: none"> • The committee shall meet at least twice a year, by virtual means if necessary. • It shall be entitled to go into confidential session. • Questions shall be determined by a majority of members present. • Members may not vote by proxy. • Governance Advisor and Clerk to Governing Body shall be secretary to the committee. 	<ul style="list-style-type: none"> • Investigate any activity, initiate action and/or pursue issues through Governing Body, within the committee's terms of reference. • Seek any information it requires from any employee, although normally through the Chief Executive and Principal or the Executive Team. • Obtain outside legal or other professional advice and secure the attendance of others with relevant experience and expertise, as necessary. • Establish task groups and nominate "subject" leads, provided such arrangements are regularly reviewed and updated. • Determine procedures to demonstrate that remuneration of Senior Post Holders is recommended and/or determined by a committee which has no personal interest in the outcome of its decisions and which demonstrates due regard to the use of public funds, the college's responsibilities as a charity and the financial health of the college. Review and make recommendations to Governing Body on revisions to these Terms of Reference and those of Governing Body's other committees. 	<p>Date of these Terms of Reference: October 2019 Reviewed November 2020 and re-approved GB 9.12.2020 Reviewed April 2021 and May 2022, May 2023 Next review: July 2024</p>	