

**GOV 7/6/16**

**Procedures for the review of staff remuneration**

Staff remuneration is reviewed annually, with any changes taking effect from 1 September each year.

The Director makes recommendations on the remuneration of the other staff members. Provided any recommended increases do not exceed 1% above CPI they may be approved by the Governance group without needing to go before the full board of Trustees.

The Chair makes recommendations on the remuneration of the Director. These are presented to the board of Trustees and are subject to their approval.

Independent advice on staff remuneration levels should be sought periodically to help ensure that they are broadly in line with what might be expected for the responsibilities involved, the knowledge and skills required, and the post holder’s performance.