

	<p style="text-align: center;">BARNARDOS PEOPLE & CULTURE COMMITTEE</p>	<p style="text-align: center;">Terms of Reference September 2023</p>
-----------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------

BARNARDOS PEOPLE AND CULTURE COMMITTEE

Terms of Reference

The role of the People & Culture Committee is to review and evaluate the People & Culture Strategy, policies and the implementation of same. It will consider recommendations concerning the remuneration and benefits of all staff and report to the Board as appropriate.

It is required to lead the process for all Board & Sub Committee appointments and make recommendations to the Board in this regard.

1. Membership

- The Committee shall be appointed by the Board and shall be made up of a minimum of three members, with at least two being board members.
- The Chair of the Committee is the board member.
- The CEO and the Director of People & Culture are fixed attendees.
- Other members of management and staff may attend as deemed appropriate by the committee Chairperson.
- Appointments to the Committee shall be for a period of three years, when it will be reviewed.

2. Meetings

The Committee shall meet at least three times a year and at such other times as the Chairperson of the Committee shall require. A quorum is two members of the People & Culture Committee, one of whom should be a board member.

3. Reporting

Minutes of Committee meetings shall be circulated to all members of the Committee, and once agreed, to all other members of the Board. The Committee Chairperson shall report formally to the Board on its proceedings and recommendations after each meeting on all matters within its duties and responsibilities.

4. Duties

The duties of the People & Culture Committee are to:

- Review the People and Culture Strategy and monitor its implementation.

 <p>Barnardos Because childhood lasts a lifetime</p>	<p>BARNARDOS PEOPLE & CULTURE COMMITTEE</p>	<p>Terms of Reference September 2023</p>
--------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------	-----------------------------------------------------

- In the context of the organisation's Strategic Plan oversee the ongoing development of a caring and compassionate culture that inspires innovation and excellence.
- Review the recommendations for the pay and benefits policy for all staff, including the basis for any proposed changes in pay and benefits.
- Oversee the ongoing review of all People & Culture policies to comply with legislation and best practice.
- Document and oversee the procedure for nominations to the Board and its sub-committees.
- Review the structure, size and composition of the Board and its sub-committees and make recommendations to the Board.
- Oversee the performance review of the Board.
- Report to the Board and make recommendations as appropriate.
- The Committee may seek external advice as appropriate.

5. General

The existence of the People & Culture Committee does not in any way diminish the overall responsibility of the Board.

6. Conflict of Interest

Members are expected to declare any potential conflicts of interest and in this context, if appropriate, absent themselves from decision making.

7. Confidentiality

The discussions and deliberations of the People & Culture Committee are confidential to the Committee and Barnardos.