South Eastern Health and Social Care Trust

Paper No: SET/99/26
Trust Board Meeting: 24 June 2026
Public Agenda Item 7.6

Title of Paper: **Remuneration Committee: Revised Terms of Reference**			
For Decision	**For Assurance**	**For Information**	**For Discussion**

1.0	**Background:**
	As part of the Remuneration Committee's annual Programme of Work, the Committee is required to review its Terms of Reference to ensure alignment with its remit and good governance best practice. The Committee's remit was last considered as part of the Terms of Reference review on 30 October 2024 with a revised Terms of Reference approved by Trust Board on 27 November 2024. The Chair initiated a review during 2025/26 with a revised draft produced for consideration in October 2025. In light of anticipated DoH guidance outlining a fundamental shift in the responsibilities of Remuneration Committees, Trust Board was advised by the Director of People & Organisational Development at its meeting on 26 November 2026 that - while the annual review of the Terms of Reference had been completed for 2025/26 - a revised Terms of Reference would be brought forward in the first quarter of Q4 2026/27
2.0	**Key Issues:**
	There have been a number of revisions made to the existing Terms of Reference to align with the requirements set out within DoH Circular HSC (SE) 1/2025. There were also a number of other minor revisions to ensure the Terms of Reference continued to maintain alignment with the Integrated Governance & Assurance Framework (IGAF), the Revised Code of Conduct & Code of Accountability of ALB Chairs & Board Members (October 2022), NI Audit Office Board Effectiveness Good Practice Guide (June 2022) as well as the HSC Board Members Handbook published by the Department of Health (DoH) (May 2021). The draft revised Terms of Reference was considered and approved by the Committee at its recent meeting held on 8 June 2026 and are tabled for Trust Board approval.
3.0	**Link to Strategic Objectives:**
	Our People ☒ Population Health & Health Inequalities ☐ Delivering Care Closer to Home ☐ Hospital Care ☐ Safety, Quality and Experience of Care ☐

4.0	**Resource Implications (inc Organisational, Financial, Human Resources):**
	1. Organisational
	Ensuring an updated fit for purpose Committee Terms of Reference is an essential governance task.
	2. Financial
	None identified.
	3. Human Resources
	None identified.
	4. Environmental Factors? Yes ☐ No ☒
5.0	**Impact on Safety, Quality and Experience (SQE):**
	1. Safety
	None identified.
	2. Quality
	None identified.
	3. Experience
	None identified.
6.0	**Key Risks and Proposals to Mitigate:**
	1. Key Risks
	None identified.
	2. Proposals to Mitigate
	None identified.
7.0	**Risk Register:**
	It is listed on BAF? Yes ☐ No ☒ Is it listed on CRR? Yes ☐ No ☒

Lead Director:	**Claire Smyth, Director of People & Organisational Development**
Date:	**23 June 2026**

Reasons for Paper Presentation

Approval	*Used when an item requires a formal agreement or endorsement by the meeting / committee members. Examples are approving minutes, budgets, proposals or policies.*
Assurance	*Used when an item can be measured against a certain criteria / standard. Examples are a project is on course with delivery or financial targets are being met.*

Information	*Used when an item is presented for the purpose of updating or informing the attendees without requiring a decision or action, such as reports, updates, or announcements.*
Discussion	*Used when an item is listed primarily for open discussion, brainstorming or gathering input from the members without requiring an immediate decision.*