

Subject:	Remuneration Committee Chair's Report
Presented By:	Paul Fisher Remuneration Committee Chair, Lay Member (Governance)
Submitted To:	NHS Norwich CCG Governing Body Tuesday 24 November 2015
Purpose of Paper:	Information
Summary: The purpose of this paper is to provide a summary of the key points from the Remuneration Committee meetings of 30 September and 27 October 2015. All 3 members were present. Dr Cath Robinson stepped down as Governing Body member at the end of September; John Isherwood took her place on the Committee.	
<u>Matters discussed</u> The key matters discussed were,	
<u>30 September 2015</u> <ol style="list-style-type: none">1. CEO Remuneration: The Committee agreed the remuneration of the CEO at £115,000 subject to formal confirmation from NHSE of appointment. This is within the ranges identified as best practice within the NHSE guidance.2. Governing Body elected members: The Committee accepted HR advice for the elected members to be contracted on the Office Holder Agreement with the secondary option of secondment. Detailed Terms and Conditions were discussed, some areas were deferred to next meeting to ensure HR input. Remuneration of days for the elected members were agreed as<ol style="list-style-type: none">a. Dr Chris Dent – 1 day per weekb. John Isherwood – 1 day per weekc. Dr David Goldser – 2 days per weekd. Tracy Williams – 2.5 days per week	
<u>27 October 2015</u> <ol style="list-style-type: none">1. CEO Appointment: NHSE confirmed the appointment of Mrs Jo Smithson as Accountable Officer backdated to 08 August 2015.2. Governing Body Appointment Policy: The Committee reviewed T&Cs, with expert HR advice from NEL CSU and agreed all outstanding matters. This draft policy and was agreed for circulation to GB members for comment. Any changes will be referred back to Committee. Further work was agreed to review arrangements for those GP members undertaking work for the CCG and not GB members, to ensure it is robust and up to date.3. It was agreed to increase remuneration for Dr Victoria Stanley from 1 to 2 days per week, due to her increased commitment from 01 October 2015.4. Chair's Remuneration: a 'Chair's Allowance' was agreed in principle subject to further discussion on proposed rate.	

The Committee will meet again in November 2015.

Recommendation:

The Governing Body is asked to note the Remuneration Committee report.