



Chance to Shine Foundation

Remuneration Policy and Process

Introduction

Remuneration for trustee and executive roles is the responsibility of the Chance to Shine Board, delegated to the Governance and Remuneration Committee.

The Board's Remuneration policy & process takes into account various key factors including; the charity's Articles of Association, vision and mission, strategic plan and diversity policy.

The Governance and Remuneration Committee use the following processes for trustee and executive remuneration.

Trustee remuneration

Chance to Shine trustees receive no remuneration from the charity, with the exception of expenses incurred in meeting their responsibilities. Trustees' expenses are disclosed in the annual accounts.

Where trustees receive payment for providing other (non-trustee) services to the charity, this is agreed by the Governance and Remuneration Committee and disclosed in the annual accounts.

Executive remuneration

The Chief Executive Officer (CEO) and Senior Management Team (SMT) review remuneration of existing employees annually, taking into consideration current market salaries and price indices, as part of the annual budgeting process. The CEO's recommendation for any organisation-wide remuneration changes is subject to approval by the Governance and Remuneration Committee.

For new employees:

- Remuneration for any new employee at SMT level (including the CEO) is subject to Governance and Remuneration Committee approval.
- Remuneration for other new employees (i.e. below SMT level) is delegated to the CEO, supported by the SMT.

Approved by the Board October 2022