

Minutes of the fifth meeting

Office for Legal Complaints (OLC) Remuneration & Nomination Committee

Wednesday 3 March 2010

10.00am – 11.00pm

Conference Call

Present:

Rosemary Carter (Chair)
Tony Foster (Member)
Margaret Doyle (Member)

In attendance:

Liz Shepherd – Operations Director

Observing other attendees/guests

Chris Charman – Towers Watson
Gemma Durham – Towers Watson

Board Secretary:

Sarah Pickering

Preliminary issues:

The quorum requirements for the meeting were met.

Item 1 – Welcome and apologies

1. Apologies have been received from Adam Sampson and Lesley Hancock.

Item 2 – Job Evaluation & Pay

2. The Assessor and Investigator job descriptions and person specifications were reviewed. The committee provided valuable insight and guidance to help the executive finalise these descriptions prior to recruitment. The overall comments of

the committee were useful in confirming the direction for the shape of the organisation in it's entirety.

3. The pay structure for Assessors and Investigators was not discussed and will be brought forward to the meeting on 8 March.

Actions

- A further update will be provided at the next committee meeting

Item 3 - Dates of future meetings and close

It was agreed that the meeting on 8 March will start at 10.30 and will finish by 13.30. Rosemary will e-mail everyone with her availability for meeting w/c 6 April.

Actions

- Revised agenda for meeting 8 March to be distributed
- Dates of future meetings to be agreed at meeting 8 March.

Sarah Pickering
Secretary
Date 03/03/10