



POLICY AND PROCEDURES

Staff Paying (Remuneration) Policy

Shakiry Charity for Social Solidarity (Shakiry Charity) is an employer, and we are committed to paying our staff fairly.

How We Decide How Much To Pay Our Staff

Shakiry Charity is committed to ensuring that it pays its staff fairly and in a way which ensures it attracts and retains the right skills to have the greatest impact in delivering our charitable objectives.

In accordance with the Statement of Recommended Practice (SORP):

Shakiry Charity:

- discloses all payments to trustees
- no trustees receive 'pay'
- discloses pensions and other benefits

Shakiry Charity has a Remuneration Committee, which meets annually. This committee comprises the Chair, Vice-Chair, Finance Manager and Charity Coordinator. The Remuneration Committee sets the pay for all staff.

The main responsibilities of the Committee are:

- Review the Shakiry Charity salary banding against an agreed independent market benchmarking tool, and make sure any amendments are appropriate to ensure that Shakiry Charity salaries remain competitive.
- Approve the annual percentage increase in the payroll for all staff (which can be zero) taking into account RPI as at 31 December for the previous year.
- Approve any consolidated pay awards and staff salary increases outside of the annual review process as recommended from time to time by the Chairman.
- Approve any non-consolidated pay awards (bonus) as recommended by the Chairman.
- Determine pension arrangements and ensure that contractual terms on termination are fair to the individual and the charity, that poor performance is not rewarded and a duty to mitigate loss is recognised.

In determining SHAKIRY CHARITY's Remuneration Policy, the Remuneration Committee takes into account all factors which are deemed necessary. The objective of the policy is to ensure that the staff team

are provided with appropriate incentives to encourage enhanced performance and are, in a fair and responsible manner, rewarded for their individual contributions to the success of the Charity.

The appropriateness and relevance of the Remuneration policy is reviewed annually, including reference to comparisons with other charities ensuring Shakiry Charity remains sensitive to the broader issues e.g. pay and employment conditions elsewhere.

We aim to recruit, subject to experience, at the lower – medium point within a band, providing scope to be rewarded for excellence. We do not employ interns without pay and we aim to pay the living wage for all our staff.

Our Annual Reports outlines our remuneration details.