

# HYDRO-ELECTRIC CORPORATION

## HR and Remuneration Committee Terms of Reference

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### 1 OBJECTIVES

To assist the Board of Directors by carrying out oversight of corporate performance and conformance in relation to Hydro Tasmania's human resource management, strategy and statutory obligations.

### 2 MEMBERSHIP

The Committee shall comprise a minimum of two non-executive directors, one of whom shall be appointed Committee Chair, and the Chief Executive Officer.

### 3 DUTIES AND RESPONSIBILITIES

#### 3.1 Policy setting

Review Hydro Tasmania's Human Resources Management policy and recommend to the Board any appropriate changes and human resources directional strategies to achieve business objectives.

#### 3.2 Risk management

Review the Corporation's human resources management, remuneration and benefits, training and education, and safety strategies in relation to contemporary good practice.

Review and advise the Board on the adequacy of the Corporation's:

- employee relations strategy
- succession planning processes
- annual safety plan
- management of business risk associated with people and organisational development
- people development programs and strategies.

#### 3.3 Monitoring

Monitor the performance and effectiveness of the Corporation's people development programs including the performance management processes.

Review and advise the Board on the Corporation's employee relations strategies including new legislation, new government and industry initiatives, and strategic change management processes.

Monitor compliance with Human Resources and other workplace legislative requirements.

#### **.4 RESOURCES**

The Committee may consult experts at the expense of the Corporation where considered necessary to carry out its duties and responsibilities.

The Committee may require, at its discretion, the attendance of the General Manager Business Performance, the Manager People and Performance and such management representatives as necessary. The Corporate Secretary will attend all Board committee meetings.

An officer of Hydro Tasmania shall carry out Secretarial duties for the Committee and be responsible for keeping minutes of meetings and drawing up agendas in consultation with the Chair of the Committee.

#### **5 GENERAL**

The Committee will meet at least quarterly, with such additional meetings as required.

The quorum for a Committee meeting shall be two non-executive director members.

The Chair of the Committee will report significant issues arising from Committee meetings to the next meeting of the Board.

The Committee will ensure that its Terms of Reference is reviewed at least annually.

The Committee will ensure that its performance is assessed on an annual basis. This may take the form of a self-assessment process.

The Committee will endeavour to undertake at least one appropriate field visit per annum.