

# **EARL SHILTON BUILDING SOCIETY**

## **Lending Committee – Terms of Reference**

### **Constitution**

The Board has established a Committee to be known as the Lending Committee.

### **Membership**

The Committee comprises all members of the Board. The Chairman of the Committee is appointed by the Board. A quorum shall be three members, of whom at least two must be non-executive directors.

### **Attendance at Meetings**

Decisions will normally be made by e-mail, after telephone discussions if necessary. As the Committee does not normally meet formally a "Timetable for consideration of business issues" is not required.

### **Authority**

The Committee has authority to make decisions on applications for mortgages and further advances which fall outside the mandate delegated to the Society's staff and Executive team, subject to a maximum loan size of £550k. Any applications for loans in excess of this figure must be approved by the whole Board.

### **Procedures**

Where

- (a) An Executive Director considers that an application deserves further consideration despite falling outside the Society's usual lending criteria, or
- (b) where the application is for a sum in excess of the mandate delegated to the Executive staff, or
- (c) the application is not for a loan secured on residential property

details of the application are forwarded to two non-executive members of the Lending Committee who will decide whether a loan should be granted, subject to the usual enquiries. In reaching a decision Committee members are entitled to request further information, and may wish to discuss details of the case by telephone with some or all of the other Committee members. A clear majority of Committee members must be in favour of granting the loan if it is to proceed.

Duties include promoting positive customer outcomes when decisions are taken and to consider any other relevant matter not specifically referred to above.

### **Reporting**

Details of cases approved by the Committee and that have reached offer stage are provided to the Board at its next full meeting.

**July 2018**