

Remuneration Committee B (Staff Pay)

2024-25

Key Role

To determine, review and report on the principles and strategy for the reward of staff. To determine, review and report on the remuneration of the Officers of the University (excluding the Vice Chancellor) i.e. Deputy Vice-Chancellor and Provost, Chief Operating Officer and the framework for the remuneration of the broader University Leadership Team and Professoriate.

The Committee has a responsibility to ensure that value for money for all students and taxpayers is embedded in decision making, in line with the University's Value for Money Policy, having regard to VfM whenever it is called to review proposals and approve plans in line with its delegated authority, ensuring transparency and accountability in operational decision making and planning for the future. Where appropriate this regard to VfM should include measuring and reporting on performance to determine if projects have delivered their intended outcomes and secured value for money.

Terms of Reference

- a) To determine, review and report on the principles and strategy for the reward of all staff, excluding the Vice-Chancellor.
- b) To determine, review and report on the remuneration of Officers of the University (excluding the Vice-Chancellor) i.e. Deputy Vice-Chancellor and Provost and Chief Operating Officer, either on appointment or in post.
- c) To determine the framework for the remuneration (including Discretionary Pay Review) of all Executive Deans, Heads of School, Professional Services staff at grade 10, the Librarian, the PVCs and the DPVCs, either on appointment or in post; and to receive reports on the application of this.
- d) To determine the framework for the remuneration (including Discretionary Pay Review) of the Professoriate.
- e) To determine remuneration for staff, other than those in (b) where the total remuneration is above the framework thresholds in (c & d).
- f) To receive a report on the outcome of Discretionary Pay Reviews for all staff.
- g) To determine individually negotiated termination packages for staff in the University Executive Board, excluding the Vice-Chancellor, and any staff whose salary is in excess of the level specified by the CUC in its Guidance on Decisions Taken about Severance Payments (£100,000) and any guidance from the Office for Students on this matter.
- h) To determine individually negotiated termination packages for any staff member (except the Vice-Chancellor) where the entirety of the termination package (including Pay In Lieu Of Notice (PILON), pension top up payments, voluntary redundancy, bonuses accrued but not yet paid, pay in lieu of untaken annual leave, or any other or benefit that has a cash value) is expected to exceed £95,000.
- i) To comply with the guidance within the CUC Higher Education Senior Staff Remuneration Code in regard to all decisions .

- j) The Committee may, if it considers it necessary or desirable, appoint co-opted members with particular expertise.
- k) To undertake any other role at the direction of Council that could reasonably fall within the committee's purview.

Composition Membership

- Independent member of Council (who is not a Chair of any other sub-committee) (Chair)
- Chair of Council
- Chair of Strategy and Performance Committee
- Chair of Audit and Risk Committee
- Chair Finance and Resources Committee
- Member Finance and Resources Committee

In attendance

- Vice-Chancellor
- Chief Operating Officer*
- Executive Director of Human Resources*

**Officers to withdraw when matters relating to their remuneration are under consideration.*

Deputising for members is not permitted without explicit agreement of the Chair.

The Committee cannot further delegate its responsibilities as set out above.

Committee Management

Secretary through the HR Division

Quorum

Three members

Frequency of meetings

Three times per year.

Additional meetings can be arranged at the request of the Chair.

Reports to

Council