

## REMUNERATION COMMITTEE 2020/21

### 1. Summary of Purpose

- 1.1. To determine the remuneration of senior staff as defined by the Board of Governors (currently the Vice-Chancellor and the Registrar and Clerk to the Board of Governors).
- 1.2. To advise on the severance arrangements for senior staff.

### 2. Frequency of Meetings

- 2.1. The Committee will meet at least once per year.

### 3. Duties and Responsibilities

- 3.1. To determine on appointment and subsequently to review the remuneration, terms and conditions of service, appraisal arrangements and any severance provision for senior staff.
- 3.2. To review the remuneration of senior staff at least annually. The Committee will have regard to appropriate factors including:
  - a) proportionate pay and the general level of pay rises in the university sector;
  - b) comparability with staff in other universities based on comparative information (such as CUC and UCEA);
  - c) the performance in post of the Vice-Chancellor as reported by the Chair of Governors based on a performance review against the year's objectives, and the report of the Vice-Chancellor on the performance of other posts;
  - d) the need to recruit and retain well qualified staff;
  - e) the views of the senior staff and, if requested by those staff, their representatives; and
  - f) the University's charitable purposes and, in particular, the Good Pay Guide for Charities and Social Enterprises issued by the Association of Chief Executives of Voluntary Organisations & HE Senior Staff Remuneration Code.
- 3.3. If considering severance arrangements for senior staff, the Committee must represent the public interest and avoid any inappropriate use of public funds, taking care not to agree to a severance package which staff, students and the public might deem excessive.
- 3.4. To report to the Board of Governors the written decision of the Remuneration Committee concerning senior staff pay and provide sufficient detail of the broad criteria, policies and performance against which decisions have been made.
- 3.5. To report the recommendations of the VCG Remuneration Committee on the pay of PVCs, PVC/Deans and Directors, together with the criteria used in making these decisions noting that committee members may wish to comment

### 4. Membership

The members of the Committee must be governors who are not employees or students of the University. The Chair of the Board of Governors must not act as the Chair of the Committee.

	<b>Category</b>	<b>Status</b>	<b>Name</b>
<b>1</b>	Member	Governor	Katrina Sinclair [Chair]
<b>2</b>	Member	Vacancy	
<b>3</b>	Member	Governor	Simon Jones
<b>4</b>	Member	Governor	Yasmin Sidhwa
	Vice-Chancellor ( <i>ex officio</i> )	In attendance*	Professor Alistair Fitt
	Director of HR	In attendance	Ruth Davies
	Head of Secretariat	Secretary, In attendance	Maria Crawford

\* The Vice-Chancellor is not a member of the committee and only attends at the request of the committee for specific matters.

**Approved: 29 September 2020**