

Remuneration Committee Terms of Reference 2021–22

The Remuneration Committee is a committee of Council responsible for determining and reviewing the salaries, terms and conditions, and any severance payments, for senior members of staff of the university. In particular the Committee is responsible for the following.

1. To make recommendations to Council on policies for the remuneration of members of staff where the level of remuneration is greater than £100,000 per year, having particular regard to the university's strategy, market position, equality duties and the need for transparency of process.
2. To determine and review at least annually the salaries, terms and conditions, and objectives in relation to the university's strategy, of members of the senior executive, including the President and Principal, and other senior members of staff identified by Council.
3. To consider the outcomes of annual reviews of professorial and Grade 8 Professional Services staff in relation to salary profiles, increases and other payments, having particular regard to retention and market factors, and the university's equality duties.
4. To consider and approve severance and other payments to members of staff where the level of remuneration before the payment(s) is greater than £100,000 per year or where the level of the payment(s) exceeds £100,000 (capped at £125,500).
5. To consider recommendations for salaries that result in remuneration exceeding £150,000 per year.
6. To publish information about its approach and decisions regarding the remuneration of senior members of staff in accordance with sectoral expectations.
7. To consider annual reports on gender and ethnicity pay gaps.
8. To review the Committee's effectiveness and the suitability of its membership and terms of reference annually.

Membership

- The Vice-Chair of Council (ex-officio) who is Chair of the Committee
- The Chair of Council (ex-officio)
- The Treasurer (ex-officio)
- One elected academic staff member of Council, nominated by Governance Committee
- One external member of Council, nominated by Governance Committee

Remuneration Committee may co-opt one external member who has relevant expertise.

Mode of Operation

Remuneration Committee meets at least three times per year.

No member of staff may attend or participate in discussions or decisions regarding their own performance and remuneration. There is one meeting each year dedicated to a review of the performance and remuneration of the President and Principal, which the President and Principal does not attend. The President of the Students' Union is invited to attend this meeting and to participate in the discussions and decisions.