

VCG REMUNERATION COMMITTEE 2023/24

1. Summary of Purpose

- 1.1. To report to the People Committee (remuneration function) the remuneration of the Pro Vice-Chancellors, PVC/Deans, and directors.
- 1.2. To ensure that the University is able to recruit and retain well-qualified staff who are able to support the delivery of the University's strategic objectives.

2. Frequency of Meetings

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

3. Quoracy

- 3.1 The meeting will be quorate if both the Chair of the VCG Remuneration Committee and Independent Governor are present.

4. Duties and Responsibilities

- 4.1. To review the remuneration of the senior staff within its remit at least annually. In setting base salaries, the committee will have regard to relevant following factors, including:
 - a) proportionate pay and the general level of pay rises in the university sector;
 - b) comparability with staff in similar roles at other universities as reflected in upper quartile data for all universities in the UCEA salary survey and any other relevant comparative information;
 - c) attracting and retaining excellent leaders is essential for the University to achieve its strategic objectives, and pitching senior pay at the sector upper quartile will enable us to achieve that;
 - d) as a starting principle, individuals in the same role or very similar roles, such as Pro Vice-Chancellors and PVC/Deans, will be paid at the same level. This brings cohesion, avoids the potential for harmful competition or conflict, and reduces the time that would be required for individual negotiations. However, this will not be binding in all instances and, if there are other pressing reasons that require salaries to be set individually, the committee will do so;
 - e) the performance of the postholders against the year's objectives; in particular, pay rises will not be made to those who are not performing to a good standard; 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.

TERMS OF REFERENCE AND MEMBERSHIP

- 4.2. To recommend any market supplementation for particular roles to reflect higher upper quartile data for specific administrative functions or academic subject areas, as reflected in relevant comparative salary data.
- 4.3. To represent the public interest and avoid any inappropriate use of public funds, taking care not to agree to any remuneration package which staff, students and the public might deem excessive.
- 4.4. To report to the People Committee (remuneration function) of the Board of Governors the written recommendations of the Committee concerning remuneration with sufficient detail of the broad criteria, policies and performance against which those recommendations have been made.

5. Membership

Category	Name	Status
1 Chair	Professor Alistair Fitt	Vice-Chancellor
2 Member	Brendan Casey	Registrar & Chief Operating Officer
3 Member	Anup Mysoor	Interim Chair of People Committee (or his or her nominee)
Chief People Officer	Sarah Thonemann	Advisor
Head of Secretariat	Maria Crawford	Secretary, in attendance

Approved by: Board of Governors

Date: **10th October 2023**