



Senior Staff Remuneration Committee Constitution and Membership – 2024/25

Reporting to	Board of Governors
Receives minutes from	N/A
Approval	Reviewed and approved by the Board of Governors on 12/07/2024
Due for Review	+1 year from last date of approval
Sensitivity	Open to the public
Log of reviews/edits	<ul style="list-style-type: none">• Membership and new Chair approved by the Board of Governors on 14/7/23• Revised 28 April 2023• Revised 29 April 2022• Membership approved by the Board of Governors on 11 March 2022• Revised and approved by the Board of Governors on 21/05/2021• Revised 30 April 2021• Revised 30 October 2020• Membership and new Chair approved by Board of Governors on 10/07/20• Revised and approved by the Board of Governors on 12/07/2019• Membership approved by the Board of Governors on 04/05/2018• Revised and approved by the Board of Governors on 25/09/2014

Purpose

The Senior Staff Remuneration Committee-B is responsible for:

- agreeing the policy and framework for the remuneration of the Vice Chancellor,
- reviewing and determining salary and terms and conditions of employment of the Vice Chancellor within the agreed policy and framework, and,
- monitoring the performance of the Vice Chancellor.

It makes decisions in line with the Operating framework for Senior Pay which is approved annually by the Board of Governors.

Terms of reference – SSRC B

The Committee has delegated authority to:

1. Agree the policy and framework for the remuneration of the Vice Chancellor, in line with the principle that the reward and recognition will be:
 - a. sufficient to attract, retain, and engage high performing staff;
 - b. aligned to the University's Strategic Planning Framework and HR Strategy;
 - c. informed by gender- and equality-related factors;
 - d. sufficiently flexible to compete effectively in the market (bearing in mind median salaries of similar roles in relevant sector groups);
 - e. robustly risk-assessed and financially sustainable;
 - f. internally equitable and consistently applied; and
 - g. appropriately transparent and clearly communicated.
2. Ensure that the framework has due regard to the Committee of University Chairs' Higher Education Senior Staff Remuneration Code and any other applicable regulatory or legal requirements (as amended from time to time);
3. Review and determine the salary and terms and conditions of the Vice Chancellor both on appointment and thereafter, reviewing them within the agreed policy and framework;
4. Consider and approve severance arrangements for the Vice Chancellor accordance with the University's policy on severance payments for Senior Staff;
5. Consider annually the range of external unpaid appointments held by the Vice Chancellor;
6. Consider and approve requests by the Vice Chancellor to hold or undertake any paid external appointments and to determine any conditions to be attached, including all financial arrangements and conditions;
7. Ensure appropriate succession planning arrangements are in place for the Vice Chancellor;
8. Ensure that, in discharging its responsibilities, the Committee's decisions are not in conflict with the University's charitable status.

Following each meeting the Committee shall make a report to the Board of Governors on the exercise of its delegated authority, subject to considerations of confidentiality and data protection.

Membership profile

The members of the Committee shall comprise the Chair of the Board, and up to five lay Governors.

Senior Staff Remuneration Committee B – 2024-25

Membership [4]

Quorum [3]

<u>Position</u>	<u>Member</u>	<u>Expiry of term of office</u>
Independent Governor	Cielo Cartwright (Chair)	31/08/2026
Independent Governor	Martin Barkley	31/08/2026
Independent Governor	Iain Cornish	31/08/2026
Independent Governor	Dr Andrew West	31/08/2025
In attendance		
Executive Director of HR	Heather Paver	
Deputy Director of HR	Sarah Swales (Secretary)	