

Strategic Reward Committee

(a sub-committee of the Council)

Terms of reference

1. Operating within the general principles set and discussed with Council, approve policy in relation to remuneration of senior staff (on and above the professorial range and equivalent grades) including:
 - (a) to approve the design of the reward structure for senior Professional Services staff (above the range of the national pay spine) and to undertake periodic reviews of this.
2. To determine amendments to the salaries of senior Professional Services staff as part of their performance review process.
3. To review the appointment, promotions and other changes relating to senior staff.
4. To determine policies for early retirement and severance for senior officers of the University (with the exception of the Vice-Chancellor).
5. To review and provide oversight of the performance and development review process of senior staff.
6. To review the outcomes of the professorial salary review and provide advice and guidance on the remuneration levels for Professorial staff over an agreed threshold.
7. To review and maintain oversight of pension policy and provision for senior staff.
8. To review the equality, diversity and inclusion impacts of senior pay policy.
9. To review the overall institutional pay ratios and comparative positioning of the senior staff population in relation to the overall staffing base of the University.
10. To periodically report through to the University Council and ensure the general principles relating to senior staff reward are discussed and refreshed.

Committee Composition

(ex officio)

Pro-Chancellor (in the Chair)
Vice-Chancellor

(appointed)

2 lay members of Council

(co-opted)

up to two co-opted external members with relevant expertise

(in attendance)

Registrar, Secretary and Chief Operating Officer
Interim Director of People and Organisational Effectiveness

Secretarial support to be provided by a member of the POE senior team.

Procedures

The quoracy for the meeting is three, at least two of which must be a lay or external members.

Members who are University staff in attendance will absent themselves when their own remuneration is being discussed.

Persons with special expertise to contribute, but who are not staff or students of the University, can be co-opted to the Committee for terms of not more than three years, ordinarily renewable once for maximum terms of three years. Third terms are only approved in exceptional circumstances. Co-opted members will only be appointed and reappointed by Council following recommendation through the University appointment processes for co-opted members.

The two lay members of the Council may serve for terms of three years, renewable twice for maximum terms of three years, but terms of office will be co-terminus with appointments to Council. Lay members will only be appointed and reappointed by Council following recommendation through the University appointment processes for lay members.

As per the University's Code of Practice on Freedom of Speech and Academic Freedom, all committees considering business that could affect compliance with free speech duties, in line with their delegated authority, are expected to have due regard for any impact on the University's duties to secure and promote the importance of freedom of speech and academic freedom. Any enquiries regarding this should be directed to the Director of Strategic Planning and Governance in the first instance.