

SENIOR POST HOLDER REMUNERATION COMMITTEE

Terms of Reference

Purpose

To establish and review the processes for reviewing the remuneration of the Vice-Chancellor and the University Secretary.

Membership

Chair of Council, ex-officio
Vice-Chair of Council (Chair), ex officio
Chair of Audit Committee, ex officio

In Attendance

The University Secretary (except for his/her terms and conditions)
Director of Human Resources, as and when required

Quorum

Two members.

Frequency of Meetings

The Committee shall meet as and when required, but at least once a year, and shall report to the University Council.

Delegation of Authority

1. The Committee will make decisions within any powers delegated to it by the University Council.
2. The Committee has been delegated authority to determine the salary and conditions of service for holders of senior posts under Term No.1.

Duties and Responsibilities

1. To consider and determine the salaries and terms and conditions of service of the Vice-Chancellor and the University Secretary following feedback on their annual appraisals and having regard to comparative data (as appropriate).
3. To advise and make a recommendation to University Council on the appointment of the Vice-Chancellor and the University Secretary.
4. To oversee severance arrangements for the Vice-Chancellor and the University Secretary having due regard to the University's policy on Individual Voluntary Severance Arrangements.
5. To consider the public interest and the safeguarding of public funds, alongside the interests of the University when considering all forms of payment, reward and severance to staff within its remit.

5 July 2018