

# UNIVERSITY OF KENT

## Remuneration Committee

### Membership

**Chair:** A lay member of Council/Senior Independent Governor

### Members:

Chair of Council

Chair of the Finance and Resources Committee/Deputy Chair of the Council

One lay member of Council

One external member who shall have experience of supporting and advising Remuneration Committees and shall have extensive relevant reward related expertise.

One Student member and one Staff member taken from the student and elected staff members of Council.

**Advisor to the Committee:** Director of Human Resources and Organisational Development

**Secretary:** Secretary to Council

**Other Advisors:** other advisors will be invited to the Committee as the Committee determines is appropriate to the business it has under consideration.

The Vice-Chancellor and President will be invited to the Committee on matters relating to institutional performance and the individual performance of members of the Executive Group and/or as required by the Committee Chair.

**Quorum:** 3 members (the majority to be lay members)

**Frequency of meetings:** 3 meetings per annum

### Terms of Reference

i) to determine all aspects of the remuneration (base pay, performance-related payments and pensions) of the Vice-Chancellor and President, Senior Deputy Vice-Chancellors, Deputy Vice-Chancellors and the Director of Finance, based on a consideration of performance against the objectives set each year.

ii) to consider the appropriateness of current salary levels for that group, taking into account the size and scope of the role and by using salary survey information to benchmark against comparative roles in other institutions and in accordance with the provisions of Kent's Senior Reward Policy.

iii) to determine any governance arrangements relating to senior staff;

iv) to recommend to Council any severance arrangements for the Executive Group taking account of relevant advice and requirements, including that of the Regulator and the Committee of University Chairs and ensuring consistency with the University's Senior Reward Policy;

v) to oversee the decisions made by the University's Salaries Committee for Professorial, Senior Management and Grade 10 staff with a view to ensuring that the Committee operates appropriately, in line with the University's pay policies and objectives;

vi) to maintain oversight of the University's pay policies and practices and to ensure that these are fair, lawful and congruent with the University's objectives;

vii) to agree any major changes to the University's pay policy or practice that will have significant effect on the workforce and/or financial implications;

viii) to oversee policies and arrangements for severance payments for all professorial and senior management staff to ensure that the University takes account of relevant advice, guidance and requirements of relevant external bodies such as the Regulator and the Committee of University Chairs.

The Committee will take into account the charitable status of the University and the need to ensure value for money for its stakeholders.

The Committee will obtain external, specialist advice on the appropriateness of salary levels of staff under its purview when necessary.

The Remuneration Committee has (except in relation to severance payments under iv) delegated responsibility for decision-making on these matters from Council. A report of the Committee's decisions is made to Council each year.

Note: The Chair of Council will approve the decision of the Salaries Committee for Professorial, Senior Management and Grade 10 staff following any application for additional salary review made by the Secretary to Council.

Approved by Council  
26/06/2020