## SENIOR STAFF REMUNERATION ADVISORY COMMITTEE

### Terms of Reference

**Purpose**

To establish the processes for reviewing the remuneration of senior staff contract holders.

### Membership

The Committee and its Chair shall be appointed by the University Council from among its own members (with the exception of co-opted members) on the recommendation of the Governance and Membership Committee.

Vice-Chair of Council (Chair*), ex officio*

Chair of Council, *ex-officio*

Chair of Audit Committee, *ex officio*

Vice-Chancellor, *ex-officio*

An External Member of University Council with experience of HR matters (to the extent this is not covered by *ex-officio* membership. Where HR expertise is not available through External Council membership, external HR expertise will be sourced through a co-opted member of the Committee))

### In Attendance

# University Secretary (Committee Secretary)

Director of Human Resources, as and when required (except for their own terms and conditions)

The Committee and its Chair shall be appointed by the University Council from among its own members (with the exception of co-opted members) on the recommendation of the Governance and Membership Committee.

**Current membership**

Mr J Thornton (Chair of University Council, *ex officio*)

Baroness K Pinnock (Deputy Chair of Council and Chair of Committee, *ex officio*)

Mr R Cox (Chair of Audit Committee)

Ms T Magennis (External member of Council)

Professor B Cryan (Vice-Chancellor, *ex officio)*

### Quorum

Fifty percent of the current membership (rounded up to the nearest whole number).

##### Frequency of Meetings

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

**Duties and Responsibilities**

1. To advise the Vice-Chancellor on the salaries and conditions of service for senior staff contract holders.
2. To advise the Vice-Chancellor on the University’s policy on senior staff remuneration and to make recommendations to University Council in this regard.
3. To advise the Vice-Chancellor on the University’s policy on Individual Voluntary Severance arrangements and to make recommendations to University Council in this regard.

2 July 2020 (updated 20 Oct 2021)