



2023/24

## DE MONTFORT UNIVERSITY

### BOARD OF GOVERNORS – REMUNERATION COMMITTEE CONSTITUTION

#### **A Scope and purpose of the committee**

The Remuneration Committee is a sub-committee of the Board of Governors.

Its purpose is to agree the terms of employment and remuneration in respect of the Vice-Chancellor as head of institution, and other senior post holders. It also has a role in determining severance payments for particular members of staff.

#### **B Terms of reference:**

1. To determine and approve, within the parameters of a policy framework agreed by the board, the terms of employment and remuneration in respect of the Vice-Chancellor as head of institution, and in respect of other members of the University Leadership Board, including (but not limited to): basic salary, pension entitlement, ancillary benefits and other remuneration matters.

2. To propose to the Board of Governors severance payments (namely any payment that an employee is not contractually entitled to) on termination of employment for the Vice-Chancellor. The Board of Governors will be responsible for the approval, or otherwise, of any such proposal.

3. To determine severance payments (namely any payment that an employee is not contractually entitled to) on termination of employment for:

- members of the University Leadership Board;
- staff earning a basic full time equivalent (FTE) salary of more than £100,000 per annum; and
- where the payment to the individual is more than £100,000, regardless of the salary of the individual staff member.

4. To be informed on, and to review with the Vice-Chancellor, the general policy for senior staff remuneration at the level below those referred to above.

5. To keep under review the operation and effectiveness of any bonus schemes for senior staff in the university.

6. To submit an annual remuneration report to the board providing assurance that the committee has effectively discharged its responsibilities.

7. To undertake such other duties as may from time to time be assigned to the committee by the board.

In fulfilling its duties as set out in 1-7 above, the committee will:

- a. Consider and apply the 'Guidance for Remuneration Committee: University Leadership Board Members' Remuneration and Severance Arrangements' as approved by the Board of Governors and amended from time to time. The Guidance embeds the principles of the Committee of Univer

None.

**H Approval and revision**

This constitution will be reviewed by the committee at its first meeting of every academic year, or sooner, if significant amendments are required.

**Approved: 13 November 2023**

**Endorsed by parent committee: 30 November 2023**