

2023 ANNUAL REPORT FROM THE REMUNERATION COMMITTEE

1. Introduction

This 2023 Annual Report has been prepared by the Clerk to the Board of Governors on behalf of the Remuneration Committee. The University has used as a basis the Office for Students Guide and Committee of University Chairs (CUC) 'The Higher Education Senior Staff Remuneration Code November 2021'.

The University's Remuneration Committee determines the remuneration and conditions of service of the Vice-Chancellor and Senior Post Holders [those members of the University Executive Team who report directly to the Vice-Chancellor or the Deputy Vice-Chancellor (Academic Development and Performance)]. The Committee also oversees the general approach to remuneration for: those members of the University Executive Team who report directly to the Chief Operating Officer and Registrar; Executive Deans; and members of the Professoriate. The Committee's full [Terms of Reference](#) are published on the University's website.

The Committee held its annual meeting on 14 November 2023.

Remuneration Committee membership is as follows:

- Sarah Gregory (Chair of the Committee);
- Geoff Love (Deputy Pro-Chancellor and Deputy Chair of the Board of Governors, Deputy Chair of the Committee)
- Lorna Holder (Member of the Board of Governors);
- Kelsey Francis (Student Representative); and
- Sara Murcott (Member of the Board of Governors, and Staff Representative); and
- Caroline Wayman (Pro-Chancellor and Chair of the Board of Governors, Ex-Officio Member of the Remuneration Committee).

Meeting on 14 November 2023

All members of the Remuneration Committee noted above were present at the meeting held on 14 November 2023.

The Vice-Chancellor was invited to attend the Committee's meeting on 14 November 2023 to advise the Committee on agenda items that did not relate to his own salary or other potential benefits. He was not present for agenda items related to his own remuneration, benefits and pension arrangements.

The Director of HR was invited to attend the Committee's meeting on 14 November 2023 to advise the Committee on agenda items that did not relate to her own salary or other potential benefits. She was not present for agenda items related to her own remuneration, benefits and pension arrangements.

The following individuals were in attendance:

- Sarah Bell, Head of Reward NTU;
- Rebecca Jenkyn, Head of Governance and Legal Services, Clerk to the Board of Governors; and
- Julie Clews, Governance Services Manager.

The Terms of Reference of the Remuneration Committee include provision for the appointment of external advisors to support the Committee should that be required.

2. Approach to Remuneration

The Board of Governors at Nottingham Trent University has adopted the CUC Higher Education Senior Staff Remuneration Code published in November 2021. In accordance with this Code, the Remuneration Committee approved the implementation of a new University Executive Team Remuneration Policy to set out the principles and approach to setting the reward package for members of the University Executive Team.

The Remuneration Committee ensures procedural fairness by the application of a consistent framework using appropriate evidence and considers economic factors, competition, market rates, roles, skills, experience and individual performance when setting the remuneration of the Vice-Chancellor and the University's Senior Post Holders.

The same framework noted above was also applied when considering the overall context of remuneration and performance of:

- those members of the University Executive Team who report directly to the Chief Operating Officer and Registrar;
- Executive Deans of School;
- those employees with a salary of over £100,000; and
- members of the Professoriate.

When reviewing the performance of the Vice-Chancellor and Senior Post Holders and considering existing salary levels the Committee considered the following indicators:

- Performance in support of the University's strategic objectives and KPIs in the areas of teaching, research, management and administration, leadership of staff, partnerships and external relations internationally, nationally and locally and major initiatives and projects;
- The size and complexity of the University;
- The breadth, degree of complexity and level of challenge of the Vice-Chancellor and respective Senior Post Holders' roles;
- The nature of the HR markets, recruitment and retention challenges and the University's revised position to move towards more individualised reward based on the comp-ratio model, underpinned by the relevant comparator UCEA benchmark data; and
- Benchmarking data in respect of comparator institutions, geographical location and specialism.

The data that supported these indicators were drawn from the following areas:

- University and Colleges Employer Associations Senior Staff Remuneration Survey;
- Committee of University Chairs' Vice-Chancellor 2022 Salary Survey;
- Internal analysis of salary distributions, performance and contribution to the strategy of the University; and
- Nationally determined job evaluation schemes, nationally and locally negotiated pay awards and nationally recognised higher education pension schemes are all considered by the Committee.

3. Policy on Income Derived from External Activities

The University considers it important that its colleagues are represented on various bodies and boards and undertake academic and civic responsibilities at other organisations. Any

additional income that could be generated for the individual derived from such positions is disclosed within the annual process of collating and updating the University's Register of Interests. Any income that can be retained by the University as a result of such positions is disclosed within its Financial Statements.

4. The Pay Multiple of the Vice-Chancellor

There is a requirement to externally report on the relationship between the remuneration of the Head of Institution and that for all other employees, therefore the intention behind disclosure of pay ratios is to provide detail of the ratio, narrative around how this is calculated and moving forward, year on year trends and HE sector comparison.

The **total pay** multiple of the Vice-Chancellor and the median earnings of the Institution's whole workforce is 10.1:1.

The total pay multiple of the Vice-Chancellor to other staff groups (using the Office for Students methodology) are:

Academics	7.3:1
Professors	4.0:1
Professional Support	12.8:1

The concentration of lower paid employees in the professional support group - cleaning services, catering, security officers - significantly impacts the total pay multiple of the Vice-Chancellor to the whole workforce. It is important to note that this cohort of employees are outsourced in some other institutions, again making a true comparison difficult.

The **basic pay** multiple of the Vice-Chancellor and the median earnings of the Institution's whole workforce is 8.3:1.

The Vice-Chancellor's basic salary sits at just above the midpoint of the market and is determined by a number of factors including the demands of the role, organisational size, environment and income as well as the performance of the individual. The Committee noted the importance of ensuring that NTU remained competitive and rewarded exceptional, evidenced performance as well as being able to retain and motivate to ensure the future success of the University.

5. Total Remuneration for the Vice-Chancellor

The total remuneration for the Vice-Chancellor, with year-on-year comparator data is set out in the table below:

Emoluments of the Vice-Chancellor	2023/24	2022/23
Basic Salary	£321,160	£294,642.00
Bonus (relating to performance in the previous year)	£29,464	£27,665.90
Discretionary Payment	-	£8,299.77
Pension Opt-Out Allowance	-	£31,428.48
Benefits in kind	*	£607.00
Subtotal	*	£362,643.15
Pension costs	*	£33,589.20
Total	*	£396,232.35

* values cannot be confirmed until November 2024.

Further information regarding the [Vice-Chancellor's salary and expenses](#) is published on the University website.

6. Statement on Expenses

All expenses are paid in accordance with the University's policy.

Governors' personal expenses and additional expenditure paid directly by the University on their behalf are published on the [University website](#) each year.

7. Severance Payments

Severance payments for senior staff are made in accordance with the University's position on severance related payments. During 2022/23 one such payment was made.

Appendix 1

Assumptions for calculation of pay multiples (based on OfS methodology)

- Includes all staff including atypical staff and agency workers
- All staff employed during the 2022/23 year
- **V-C and staff Basic Pay Calculation** excludes any additional payments and employer's pension
- **V-C Total Pay Calculation** is the FTE total pay including bonus, employer's pension, any allowance in substitution for employer's pension and benefits in kind
- **Staff Total Pay Calculation** is the FTE total pay including any additional pay such as bonus, overtime, allowances etc. employer's pension and any allowance in substitution for employer's pension