University of Wales Trinity Saint David

Pay Policy Statement 2024/25

1. Introduction

1.1. The University of Wales Trinity Saint David recognises the importance of fairness and transparency in relation to its pay arrangements for staff and its responsibility to ensure equal pay for work of equal value.

1.2. The purpose of this statement is to provide transparency with regard to the university's approach to setting the pay of its staff by identifying the methods by which salaries of all staff are determined.

1.3. The statement is designed to help improve the public's understanding of and confidence in how the salaries of senior staff in particular are determined.

2. Legislative framework

2.1. The University of Wales Trinity Saint David (UWTSD) was formed on 18 November 2010 through the merger of the University of Wales Lampeter and Trinity University College Carmarthen, under Lampeter's Royal Charter of 1828.

2.2. On 1 August 2013, Swansea Metropolitan University became part of UWTSD. The University's Royal Charter is the oldest in Wales and England after the universities of Oxford and Cambridge.

2.3. UWTSD has led the development of a dual sector university structure, known as the UWTSD Group, a framework to enable collaboration with other institutions within the region. As part of this development, Coleg Sir Gâr and Coleg Ceredigion merged into the UWTSD Group in 2013/14 and are represented on the key academic decision-making bodies within the University, while maintaining their own distinct institutional identities.

2.4. UWTSD and the University of Wales have committed to irrevocable constitutional integration to create a transformed dual sector University for Wales. Both Universities have been at the heart of Wales' education and cultural life since their establishment in 1828 and 1893. The policy principles set out in this statement apply to both institutions.

2.5. In determining the pay and remuneration of all its employees, the University will comply with all relevant employment legislation.

3. Pay structure and decision making

3.1. The Universities and Colleges Employers' Association (UCEA) and all the trade unions recognised by the higher education (HE) sector negotiated a National Framework Agreement in May 2004 to reform pay structures, grades and some terms and conditions across the sector.

3.2. The National Framework Agreement was implemented locally at each of the former institutions that merged to form UWTSD. A new local agreement was negotiated in 2013 with UWTSD's recognised trades unions when terms and conditions of employment were harmonised following the merger of UWTSD and Swansea Metropolitan University and remains in place today. The scope of the agreement includes all staff with the exception of the Vice-Chancellor, the Chief Operating Officer and the Pro Vice-Chancellors.

3.3. The University has adopted and implemented an objective, analytical job evaluation system, Higher Education Role Analysis (HERA) for all staff except those management posts at a salary level above the nationally agreed single pay spine (Appendix 1).

3.4. The local agreement includes the definition of the grade structure and the incremental progression date for staff within each grade which is 1st August each year.

3.5. The University also makes a supplementary payment in respect of the voluntary Real Living Wage and achieved accreditation as a Real Living Wage employer in November 2019. The Real Living Wage rates are determined by the Living Wage Foundation which applies to staff engaged at the lower points on the pay spine.

4. Collective Bargaining

4.1. UWTSD recognises the following trade unions for the purposes of collective bargaining on terms and conditions of employment through local agreements:

- Universities and Colleges Union (UCU)
- Undeb Cenedlaethol Athrawon Cymru (UCAC)
- UNISON

4.2. An annual pay review of the monetary values of the pay spine is negotiated at a national level and is led by UCEA on behalf of its member universities which chose each year whether to participate.

4.3. There is an agreed national procedure for negotiating on pay, which consists of three meetings between UCEA and the sector representative trade unions. These meetings are ordinarily held in March, April and May each year and the annual pay award is effective 1st August.

5. Senior pay

5.1. The University Council is responsible for establishing a Standing Committee of the Council, known as the Remuneration Committee, to determine fair and appropriate remuneration for the Vice-Chancellor, the Chief Operating Officer, the Pro Vice-Chancellors and the Clerk to the Council.

5.2. The Remuneration Committee is responsible for reviewing and determining on an annual basis the salaries, terms and conditions and, where appropriate the severance conditions of the above senior post-holders. The terms of reference for

the Remuneration Committee are published on the University's website ensuring that these are available to staff, students and all stakeholders in an open and transparent manner: University Council | University of Wales Trinity Saint David (uwtsd.ac.uk) . The Vice-Chancellor is not a member of this committee but is invited to advise the Committee in respect of other officers within its remit.

5.3. The Remuneration Committee takes account of the context in which the institution operates. It considers the value delivered by an individual acting within a role based on relevant components for the UWTSD context.

5.4. The Remuneration Committee makes every effort to ensure that all recommendations are fair and consider the institutional interest, key stakeholders and partners including the student community and wider society. The safeguarding of public funds also forms part of its deliberations alongside the need to recruit and retain staff.

5.5. The Remuneration Committee considers market position and appropriate comparative information of other Universities to inform its decisions as formerly recommended by HEFCW (now Medr). This will typically include other mid-sized (based on income) teaching-led universities such as University of Derby, University of Northampton, University of Bedfordshire, University of Lincoln, University of Worcester, Bath Spa University and Edgehill University.

5.6. The Committee is responsible for considering disclosures of any income generated by an individual from external bodies in a personal capacity. The Committee requires such disclosures and explanations to be made in advance and before any activities are undertaken. The Committee considers such disclosures with a view to declining the retention of income.

5.7. The committee also considers the annual rate of increase of the average remuneration of all other staff.

5.8. In relation to 2024-25, the UCEA national pay negotiations resulted in an uplift of between 5.7% for staff on the lower end of the national pay spine and an uplift of 2.5% for staff on or above spine point 38, which was also due to be paid in two instalments. The first instalment of £900 effective from 1 August 2024 with a second instalment to be paid with effect from 1 March 2025. UCEA reported that the national pay award was equivalent to an overall sectoral pay bill uplift of 2.5%.

5.9. Within the UCEA terms of engagement with the National Pay bargaining arrangements, there is a clause that allows an institution with extenuating circumstances to defer implementation (without back pay) of the pay uplifts by up to 11 months on the grounds that this was determined to be in the wider interests of the institution's sustainability or due to immediate cash flow issues.

In line with this provision, the pay award for all staff was deferred and implemented in June 2025 with no back-dating. Where eligible, staff were awarded progression pay increases in the usual manner with effect from 1 August 2024.

5.10. The Remuneration Committee decided to mirror the sector pay award for Senior Officers within its scope including the Vice-Chancellor. Accordingly, a 2.5%

uplift was awarded and implementation deferred until June 2025 in line with the approach agreed locally for all staff.

5.11. The 2025-26 New JNCHES National Pay negotiations resulted in an increase of 1.4% on all points on the pay spine from 1 August 2025 with spine points 5 and 6 deleted.

5.12. The Remuneration Committee decided to mirror the sector pay award for Senior Officers within its scope including the Vice-Chancellor. Accordingly, a 1.4% uplift was awarded with effect from 1 August 2025.

5.13. The Chair of the Remuneration Committee is responsible for presenting the recommendations of the Remuneration Committee to the University's Council.

5.14. UWTSD publishes its Financial Statements for each year ending 31st July. This includes the salary of the Vice-Chancellor. The Financial Statement for the year ending 31st July 2025 may be accessed here: Finance Department | University of Wales Trinity Saint David (uwtsd.ac.uk)

5.15. The Vice-Chancellor for UWTSD is also Vice-Chancellor for the University of Wales and an appropriate proportion of the annual salary is apportioned to the University of Wales accordingly.

6. The voluntary Real Living Wage

6.1. The University achieved accreditation as a Real Living Wage employer in November 2019 and has been paying the real living wage rates on a voluntary basis since 1 August 2017. The applicable rates were implemented on 1 April 2026 by paying hourly supplements to staff engaged in substantive roles at the lower points on the pay spine (Appendix 1).

7. Pay relativities

7.1. The lowest pay within the University is spine point 14 of the 2025 Single pay spine (Appendix 1). The highest paid member of staff is the Vice-Chancellor.

The ratio of the highest earnings to the median earnings for the University for 2024/25 (with the 2023/24 ratio for comparison) is as follows:

	2023/24	2024/25
Ratio of the highest earnings to the median basic salary	6.25:1	6.29:1

Source: Published Financial Statements

Appendix 1

HE single pay spine

The nationally agreed single pay spine covers the majority of HE institutions within the UK including UWTSD and the University of Wales

Spine point	Salary from 1 August 2024 (£)	Salary from 1 March 2025 (£)	Salary from 1 August 2025 (£)
3	Deleted	Deleted	Deleted
4	Deleted	Deleted	Deleted
5	21,780	22,080	Deleted
6	21,848	22,148	Deleted
7	22,154	22,454	22,768
8	22,443	22,743	23,061
9	22,728	23,028	23,350
10	23,114	23,414	23,742
11	23,581	23,881	24,215
12	24,044	24,344	24,685
13	24,600	24,900	25,249
14	25,148	25,448	25,804
15	25,433	25,733	26,093
16	26,038	26,338	26,707
17	26,642	26,942	27,319
18	27,344	27,644	28,031
19	28,081	28,381	28,778
20	28,879	29,179	29,588
21	29,659	29,959	30,378
22	30,505	30,805	31,236
23	31,387	31,637	32,080
24	32,296	32,546	33,002

25	33,232	33,482	33,951
26	33,882	34,132	34,610
27	34,866	35,116	35,608
28	35,880	36,130	36,636
29	36,924	37,174	37,694
30	37,999	38,249	38,784
31	39,105	39,355	39,906
32	40,247	40,497	41,064
33	41,421	41,671	42,254
34	42,632	42,882	43,482
35	43,878	44,128	44,746
36	45,163	45,413	46,049
37	46,485	46,735	47,389
38	47,874	48,149	48,822
39	49,250	49,559	50,253
40	50,694	51,039	51,753
41	52,183	52,566	53,301
42	53,715	54,136	54,893
43	55,295	55,755	56,535
44	56,921	57,422	58,225
45	58,596	59,139	59,966
46	60,321	60,907	61,759
47	62,098	62,728	63,606
48	63,929	64,605	65,509
49	65,814	66,537	67,468
50	67,757	68,529	69,488
51	69,757	70,579	71,566