

University of Wales Trinity Saint David

Pay Policy Statement 2022/23

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. Historically the scope of the agreement has included all staff with the exception of the Vice-Chancellor, the Deputy Vice-Chancellors and the Pro Vice-Chancellors. From 2023/24, the Chief Operating Officer will also be within this category.
- 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 \(uwtsd.ac.uk\)](https://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 recommended by HEFCW. 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. The UCEA national pay award for 2023-24 provided for an uplift of between 8% for staff on the lower end of the national pay spine and an uplift of 5% for staff on or above spine point 26, which was paid in two instalments. The first instalment of £1000 or 2% (whichever was the s greater) was effective from 1 February 2023 with the balance being paid with effect from 1 August 2023.

5.9. The percentage increase awarded to the University's Senior Team members mirrored the nationally agreed pay award and was also paid in two instalments.

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

5.11. 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 2023 may be accessed here: [Finance Department | University of Wales Trinity Saint David \(uwtsd.ac.uk\)](https://uwtsd.ac.uk)

- 5.12. 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 rates of £10.90 and £11.95 for London, were implemented on 1 April 2023 by paying hourly supplements to staff engaged in substantive roles at the lower points on the 2023 Single pay spine (Appendix 1).

7. Pay relativities

- 7.1. The lowest pay within the University is spine point 6 (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 2022/23 (with the 2021/22 ratio for comparison) is as follows:

	2021/22	2022/23
Ratio of the highest earnings to the median basic salary	6.79	6.66

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 2022 (£)	Salary from 1 August 2023 (£)
3	18,898	20,410
4	19,092	20,619
5	19,333	20,880
6	19,578	20,948
7	19,863	21,254
8	20,134	21,543
9	20,400	21,828
10	20,761	22,214
11	21,197	22,681
12	21,630	23,144
13	22,149	23,700
14	22,662	24,248
15	23,144	24,533
16	23,715	25,138
17	24,285	25,742
18	24,948	26,444
19	25,642	27,181
20	26,396	27,979
21	27,131	28,759
22	27,929	29,605
23	28,762	30,487
24	29,619	31,396
25	30,502	32,332
26	31,411	32,982
27	32,348	33,966
28	33,314	34,980
29	34,308	36,024
30	35,333	37,099
31	36,386	38,205
32	37,474	39,347
33	38,592	40,521
34	39,745	41,732
35	40,931	42,978
36	42,155	44,263
37	43,414	45,585
38	44,737	46,974
39	46,047	48,350
40	47,423	49,794

41	48,841	51,283
42	50,300	52,815
43	51,805	54,395
44	53,353	56,021
45	54,949	57,696
46	56,592	59,421
47	58,284	61,198
48	60,027	63,029
49	61,823	64,914
50	63,673	66,857
51	65,578	68,857