

## Annual Pay Policy Statement 2018/19

This pay policy is prepared in light of the recommendations from Welsh Government relating to the transparency of senior remuneration in the Welsh Public Sector.

### Definitions

**Senior Posts**, for the purposes of the annual pay policy statement these are defined as members of the University's Executive.

**Lowest Paid Employees**, for the purposes of the annual pay policy statement these are defined as those on Spine Point 2, Grade 1 of the HERA Pay Scale.

These definitions have been adopted as they are fully reflective of the breadth of the employee population at the University.

In addition, as the University is an accredited Real Living Wage employer no employee is paid below the rate defined for Grade 1, scale point 2, currently set at £9.00 per hour as at 31<sup>st</sup> July 2019.

### The ratio

Based on these definitions the ratio of average Senior Post remuneration to the Lowest Paid Employees is **1:7.3**.

### Demonstrable evidence of affordability and value for money:

The number of senior posts with a remuneration package of more than £95,000, this is based on basic pay plus any allowance for additional responsibility at 31<sup>st</sup> July 2019:

	Number of senior posts
£95,000-£99,999	3
£105,000-£109,999	1
£110,000-£114,999	1
£115,000-£119,999	1
£135,000-£139,999	1
£220,000-£224,999	1

### Performance Management

The body's approach to internal talent management: all staff within the University, regardless of salary, undertake an Effective Contribution scheme performance review annually, which is then used to inform career development plans, training needs and potential applications for performance related pay. In addition, we offer a variety of networks and leadership development and mentoring schemes to support career development and progression.

## Performance related pay

The University has a performance related pay scheme, Accelerated Increments and Contribution Points, (<https://www.aber.ac.uk/en/hr/reward-and-recognition/contribution/>) for all staff, although this is currently paused due to the Sustainability Implementation Plan. When the scheme is in operation any line manager can put forward a member of their team, or an individual can apply on their own behalf, to move one or two spine points up the payscale. If the individual is at the top of their pay scale then they can access the Contribution Points at the top of each grade.

## Support for staff

The approach to providing **support for lower paid staff**; the University started to pay the Real Living Wage in April 2018 and became an accredited Real Living Wage employer in October 2018. All staff within the University, regardless of salary, undertake an Effective Contribution scheme performance review annually, which is then used to inform career development plans, training needs and potential applications for performance related pay.

## Rates of pay

The **highest pay point** is Point 9 on the Professorial Scale, (<https://www.aber.ac.uk/en/hr/salary-scales/>) this equates to £99,191 (as at 31 July 2019). The Professorial Scale was introduced in 2012 to ensure transparency of pay and potential progression through the Professorial Scale. Some senior posts are in receipt of spot salaries in excess of this amount, these salaries are set based on relevant benchmarking data from within and outside of the HE sector. All appointments to the Professorial Scale or spot salaries are reported annually to the University's Remuneration Committee.

The **lowest pay point** is Spinal Point 2 on the Single Pay Spine, (<https://www.aber.ac.uk/en/hr/salary-scales/>), this currently equates to £16,420. However, individuals on this spinal point actually receive the prevailing Real Living Wage which is now £17,082.

## Severance policies

The University currently operates a Voluntary Severance Scheme, (<https://www.aber.ac.uk/en/hr/employment-information/vs/>) which is not expected to be varied in the short term. For staff that are leaving due to compulsory redundancy the University pays a Statutory Redundancy payment in line with the prevailing rates, (<https://www.gov.uk/calculate-your-redundancy-pay>).

The University complies with existing accounting practices and publishes a full annual remuneration report as part of its annual reporting processes.