University of Sheffield | Executive Reward Policy

Introduction

The University aims to attract, engage and grow the best talent to its senior leadership positions. As part of its strategy to achieve this, the University will offer a total remuneration package to members of its University Executive Board which is competitive and is linked to their contribution to the University's success.

The aim of this policy is to provide a reward package which reflects the challenge and critical nature of the University's Executive roles in leading the University to achieve its vision to be world leading in learning, teaching, and research excellence.

This policy will inform decisions in relation to the remuneration of University Executive members and will support greater transparency over those decisions. The policy is in adherence with all of the principles included in the HE Senior Staff Remuneration Code.

Scope

All members of the University's Executive Board and other senior role-holders as determined from time to time by the Senior Remuneration Committee.

Key Principles

1. This policy will be applied consistently to ensure fairness and equity of opportunity.
2. The implementation of the policy will be supported by Human Resources, who will be responsible for monitoring its effectiveness.
3. Senior Remuneration Committee will review the policy biennially and will be responsible for any future recommendations to change its structure.

Policy

The University's policy is to reward individuals who undertake these roles with:

1. Basic salary

   A basic salary range for the University's Executive Board (UEB) roles, including the role of President & Vice-Chancellor are determined by the Committee, underpinned by a combination of job evaluation using Hay Job Evaluation Methodology to determine the size of the role and external benchmarking data to understand the market position. This process ensures that an equal salary range will apply to equivalent roles.

The basic salary on appointment within the range for a role, is determined according to the post-holder's skills and experience. For professorial executive roles, the salary on appointment may also be cognisant of the post holder's esteem in their relevant field and reflective of the market for that academic discipline.

It is assumed that the post-holder will be at least a Band II professor as determined by the University's Professorial Pay Scheme, with a starting salary commensurate with the appropriate professorial band.

Professorial executive roles can be offered on either an open-ended or fixed-term basis. Should the role be offered on a fixed-term basis, at the end of the term, the post-holder would normally return to an agreed open-ended Professorial role, with their salary at that point determined by the Senior Remuneration Committee in accordance with the Professorial role and the academic discipline.

Historically, a leadership allowance was offered to professorial executive posts to remunerate the leadership responsibilities. Some roles still retain this leadership allowance in addition to their Professorial salary, but their overall salary will still be in in line with the agreed salary range for the role. In addition, any interim roles will normally be remunerated by use of a leadership allowance.

Executive members do not have a contractual requirement for an annual cost of living increase, however, the Committee may review annually whether such an increase should apply, in particular, with consideration to any nationally agreed pay award applied annually to other employees.

2. Opportunities for salary progression

   The Senior Remuneration Committee review the salaries of each UEB member annually in relation to the market, internal position, changes to the size or responsibilities of the role and individual performance.

   Any salary progression will be based on an assessment of performance in role, recognising a mix of performance indicators which will vary over time and between individuals and which may include, but not be limited to, academic performance, leadership and managerial performance, and be reflected by the achievement of core objectives linked to the expectations of the role.

3. Executive Performance (bonus) Scheme

The Executive Performance Scheme is a performance-linked annual reward scheme, which aims to incentivise the achievement of major institutional and individual objectives which support the University's aims and strategic plan. Successful achievement against these objectives will normally be recognised by an annual bonus payment.

The Executive Performance Scheme is underpinned by the following principles:

- A recognition of institutional performance in determining payment of any bonus.
- Collective/common objectives amongst University Executive Board members to build collegial behaviour and accountability.
- Clearly defined individual objectives relating to delivery in the role and the individual's wider academic and leadership contribution.
- Individual objectives which include a proportionate level of clearly identified objectives which represent an area of significant challenge and/or major activity or project delivery that has a significant impact on the institution.
- The maximum bonus value that can be achieved is normally reserved for exceptional achievement and performance against all objectives.

The maximum bonus potential for all participants is currently 10% of base salary, although the Committee have discretion to award a higher bonus (up to 15%) in exceptional circumstances. Bonus levels are reviewed annually by the Committee. Non-achievement of objectives will be taken seriously, and impact on any potential bonus payment.

4. Additional benefits

In addition to a range of competitive additional pension and benefits available to other University employees, Executive roles are also eligible for private medical insurance cover.

Last reviewed: February 2026
Next review: February 2028