

# Remuneration and Benefits Policy

## Section 1 - Background and Purpose

(1) The University aims to be an employer of choice for current and prospective staff. The University is committed to attracting and retaining high performing academic and professional staff and recognising and rewarding outstanding performance.

(2) This Policy outlines the commitment the University has towards achieving remuneration outcomes which are market competitive, fair, equitable, legally compliant and within the 'capacity to pay' of the University.

## Section 2 - Scope

(3) This Policy is applicable to all staff members who are directly engaged in employment through either:

- a. The [La Trobe University Collective Agreement 2014](#), approved by the Fair Work Commission (the 'Collective Agreement') or
- b. Executive Position Contracts.

## Section 3 - Policy Statement

(4) Remuneration is the term used to describe the reward for employment in the form of salary and/or benefits and/or incentives. Remuneration may be monetary in value and/or non-monetary items.

### Principles

(5) The university's approach to the provision of salary, benefits and incentives to staff are based on the following principles:

- a. remuneration complies with relevant legislation, industrial requirements and obligations;
- b. remuneration is fair and equitable with transparent processes and policies to support;
- c. to achieve gender pay equity:
  - i. ensure no gender bias occurs at any point in the remuneration process
  - ii. be transparent about pay scales and/or salary bands relating to the [Collective Agreement](#) staff
  - iii. ensure managers are held accountable for pay equity outcomes
- d. remuneration is set in accordance with the University's remuneration strategy approved by the Vice-Chancellor;
- e. remuneration encourages, recognises and rewards the high performance of staff therefore contributing to the overall success of the University;
- f. remuneration is competitive with the appropriate employment market and aims to attract both local and international talent;
- g. internationally recognised external remuneration methodology is used to evaluate roles and associated salary

levels which are assessed against national and international benchmarks;

h. an appropriate classification system of roles is used to achieve equality across the University.

## Section 4 - Procedure

(6) Nil.

## Section 5 - Definitions

(7) For the purpose of this Policy:

- a. Classification refers to the placement of positions for both academic and professional staff within La Trobe University classification structure as defined by the relevant framework in the [Collective Agreement](#).
- b. Framework refers to the current [Collective Agreement](#).
- c. Remuneration is the term used to describe the reward for employment in the form of salary and/or benefits and/or incentives. Remuneration maybe monetary in value and/or non-monetary items.
- d. Superannuation is the arrangement the staff member makes to have funds available for them in retirement. Superannuation in Australia is government supported and encouraged and minimum provisions are compulsory for staff members. The money comes from contributions made into the staff member's super fund by the University and, where elected by the staff member, topped up by the staff member's own money.
- e. The University is La Trobe University.

## Section 6 - Stakeholders

Responsibility for implementation - Deputy Director, HR Services.

Responsibility for monitoring implementation and compliance - Deputy Director, HR Services.

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	9th November 2016
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<b>Approval Authority</b>	Vice-Chancellor
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