



Remuneration and Benefits Policy

1. PURPOSE

The purpose of this policy and its supporting procedures is to regulate how the University manages staff remuneration and benefits within the University's governance framework.

2. POLICY STATEMENT

- 2.1. The University aims to achieve high standards of performance and utilise its resources in a financially responsible and sustainable manner. This will be achieved by using competitive remuneration and benefits to attract, reward and retain staff.
- 2.2. The University will remunerate and reward staff through fair and transparent processes that:
 - a) are sufficiently flexible and competitive to meet the needs of the business area;
 - b) recognise skills and contributions made to the University's business activities;
 - c) encourage and reward outstanding performance; and
 - d) promote equitable culture and practice, including consideration of the gender-based pay gap.

3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE MONITORING

These management positions are responsible for implementation and compliance monitoring of the policy in their work areas:

- Executive Managers
- Heads of School/Area

4. SCOPE OF POLICY

This policy applies to all staff employed by the University.

5. DEFINITIONS

(Note: Commonly defined terms are located in the [Curtin Common Definitions](#). Any defined terms below are specific to this document)

Nil

6. SUPPORTING PROCEDURES

[Incidental Expenditure and Reimbursement Procedures](#)

[Additional Remuneration Procedures](#)

[University Fleet Procedures](#)

7. RELATED DOCUMENTS/LINKS

[Diversity and Equity Policy](#)

[Discrimination and Harassment Prevention Procedures](#)

[Academic, Professional and General Staff Enterprise Agreement 2017-2021](#)

[Staff Wellness Program](#)

[Vice-Chancellor's Excellence Awards for Professional Staff](#)

[Curtin Awards for Teaching Excellence](#)

Policy Compliance Officer	Daman Patterson , Deputy Director, People and Culture
Policy Manager	Chief People Officer
Approval Authority	Senior Executive Team
Review Date	1 st April 2025

REVISION HISTORY

Version	Approved/ Amended/ Rescinded	Date	Committee / Board / Executive Manager	Approval / Resolution Number	Key Changes and Notes
New	Approved	27/03/2012	Planning and Management Committee	PMC 31/12	Attachment 1 to Document No 00306/12
	Administratively Updated	05/02/2014	Director, Legal and Compliance Services		Updated Policy Contact
	Administratively Updated	24/03/2014	Director, Legal and Compliance Services		Link Updated
	Administratively Updated	21/07/2014	Director, Legal and Compliance Services		Links Updated
	Administratively Updated	25/08/2015	Director, Legal and Compliance Services		Links Updated
	Administratively Updated	06/10/2015	Director, Legal and Compliance Services	EC 76/15	Executive Manager Title Changes
	Amended	24/11/2015	Planning and Management Committee	PMC 98/15	Attachment G to Item 10 – formally reviewed no changes required
	Amended	28/06/2016	Planning and Management Committee	PMC 51/16	Attachment A to Item 10
	Administratively Updated	09/02/2017	Director, Legal and Compliance Services		Area name change from Human Resources to People and Culture (also approved by the Chief Operating Officer)
	Approved	17/09/2019	Planning and Management Committee	PMC 61/19	Fully reviewed and no changes required