



**HOTELSCHOOL  
THE HAGUE**  
*Hospitality Business School*

# Remuneration Report 2022

Remuneration Committee  
Board of Trustees, Hotelschool The Hague  
12 September 2023

## Introduction

This report delves into the remuneration policy pertaining to the Board of Directors and the Board of Trustees at Hotelschool The Hague. It commences by outlining the remuneration policy and the Remuneration Committee's role, followed by an examination of the remuneration for the Board of Directors. Subsequently, it scrutinises the application of this policy during the year 2022. The report then proceeds to elucidate the remuneration structure for the Board of Trustees. Its primary objective is to provide transparency and insight into the compensation and benefits extended to these officials. Furthermore, this report furnishes a detailed account of how the remuneration policy was implemented in practice. It is authored on behalf of the Board of Trustees by the Remuneration Committee of the Board of Trustees and will be publicly accessible on the Hotelschool The Hague website.

## Role and Duties Remuneration Committee

The Remuneration Committee aims to assist the Board of Trustees in its function as supervisory Board of the Board of Directors and in the role as employer, focusing on the following specific issues:

- the appointment of the members of the Board of Trustees and the Board of Directors
- proposals on the subject of remuneration and reimbursement of costs/expenses of the members of the Board of Trustees and the Board of Directors
- suspension and dismissal of the members of the Board of Trustees and the Board of Directors

The Remuneration Committee has the following duties:

- a) drawing up selection criteria and the appointment procedure regarding the members of the Board of Trustees and the members of the Board of Directors
- b) drawing up a profile of members of the Board of Trustees
- c) drawing up a profile for the appointment of members of the Board of Directors
- d) providing advice regarding the candidates for the Board of Trustees and the Board of Directors
- e) issuing a proposal to the Board of Trustees on the remuneration policy
- f) issuing a proposal on the remuneration and/or reimbursement of costs/expenses of the individual members of the Board of Directors and the reimbursement of costs/expenses of the, in its opinion, eligible members of the Board of Trustees, to be adopted by the Board of Trustees

## Remuneration Committee 2022

The committee consisted of Mrs Eras-Magdalena (Chair), Mr Neumann, and Mrs Bonhof. In 2021, Mrs Bonhof temporarily joined the Remuneration Committee to contribute to the succession planning in 2022 for the Board of Trustees Mr Neumann and Mrs Eras-Magdalena. In 2022, Mrs Bonhof her membership in the Remuneration Committee was continued due to the recruitment of the new Dean. On 13 December 2022, the Board of Trustees decided to appoint Ms van Eekelen as the successor of Ms Eras as Board of Trustees member and chair of the Remuneration Committee from 1 January 2023 for a term of 4 years, until 1 January 2027. The Board of Trustees decided to appoint Mr Vos as the new chair of The Board of Trustees and member of the remuneration committee on 1 January 2023.

### **Composition Board of Directors**

As of 1 January 2022, the Board of Directors consisted of two members: Mrs R. von Stieglitz (President) and Mr A. Hardorff (Member and Dean). Mr Hardorff left Hotelschool The Hague on 1 September 2022, to become a Member of the Board of Directors at The Hague University of Applied Sciences. To fill this vacancy, the Board of Trustees appointed Mr Q. Bunschoten as a Member of the Board of Directors and Dean ad interim from 1 September 1 2022, until 1 July 2023. The Remuneration Committee involved the Co-Determination Council during the summer break regarding the profile description of the interim Member of the Board of Directors and Dean.

Ms von Stieglitz has the position of President of the Board of Directors since 1 March 2018. She started at Hotelschool The Hague on 1 September 2016, as a Member of the Board of Directors; Director of Operations; and Acting Dean. The end of her 2nd Appointment is 1 September 2024.

Mr Hardorff had the position of Member of the Board of Directors and Dean, he started on 14 August 2018. The end of his first appointment was 1 September 2022. During the Board of Trustees meeting in June 2022, Mr Hardorff was reappointed as a Member of the Board of Directors and Dean.

### **Recruitment process new Dean**

In November 2022 the draft profile for the Board of Directors member and new Dean was realised by the Remuneration Committee and agreed upon by the full Board of Trustees. The tender of the recruitment agency started and was realised in February 2023. The recruitment company assists in finalising the profile by collecting input from different stakeholders, including the advice of the Co-Determination Counsel.

### **Appointment temporary third Member of the Board of Directors**

On 13 December 2022, the Board of Trustees appointed Mr van Brouwershaven as a temporary third Member of the Board of Directors from 1 January 2023, until 1 August 2024. The temporary appointment of Mr van Brouwershaven as a member of Operations of the Board of Directors aims at bridging a challenging period. Hotelschool The Hague is preparing for the upcoming accreditation and putting the new strategy 2024-2027 in place. The appointment aims to temporarily reduce the span of control for the President Ms von Stieglitz. Mr van Brouwershaven will be responsible for the following departments: Student Services, Facilities & Real Estate, IT and Corporate Secretary Office. Mr van Brouwershaven will focus on operational and organisational aspects within Hotelschool The Hague such as improvement of the operational Quality Assurance System, efficiency of operational support services, digital transformation and improvement of operational standards of Governance & Compliance.

The Remuneration Committee involved the Co-Determination Council regarding the appointment of Mr van Brouwershaven as a temporary third Member of the Board of Directors.

### **Board of Director Compensation**

The remuneration of the Board of Directors of Hotelschool The Hague is based on the Wet Normering bezoldiging Topfunctionarissen publieke en semipublieke sector (WNT2) – the Compensation Standards for Top Public and Semi-Public Sector Officials Act. The Board of Trustees reviews the compensation policy for members of the Board of Directors and the Board of Trustees, ensuring its compliance with laws, regulations, and market standards. Annually, the

Board of Trustees determines the compensation class. In 2022, Hotelschool The Hague was classified under compensation class D with a maximum of €168,000. The compensation of the Board of Directors complies with WNT2. Pension arrangements adhere to the sector's industry pension fund regulations, specifically with the ABP. No excess arrangements were present in 2022. The compensation policy does not include a variable compensation component. Section A.1.82 in the annual report includes the table on the Board of Directors' salary, below:

## 1. Bezoldiging topfunctionarissen

1a. Leidinggevende topfunctionarissen met dienstbetrekking en leidinggevende topfunctionarissen zonder dienstbetrekking vanaf de 13e maand van de

Bedragen x € 1	A. D. von Stieglitz	A. Hardorff
<b>Functiegegevens</b>	Voorzitter CvB	Lid CvB
Aanvang en einde functie in 2022	1/1 - 31/12	1/1 - 31/08
Omvang dienstverband (als deeltijdfactor in fte)	1,0	1,0
Dienstbetrekking?	ja	ja
<b>Bezoldiging</b>		
Beloning plus belastbare onkostenvergoedingen	€ 137.381	€ 97.878
Beloningen betaalbaar op termijn	€ 22.332	€ 14.855
<i>Subtotaal</i>	€ 159.713	€ 112.733 1)
Individueel toepasselijke bezoldigingsmaximum -/- onverschuldigd betaald	€ 168.000	€ 112.000
<b>Totaal bezoldiging</b>	<b>€ 159.713</b>	<b>€ 112.733</b>

ad 1) Dit betreft afrekening gereserveerd vakantiegeld 2022/2023

Bedragen x € 1	A. D. von Stieglitz	A. Hardorff
<b>Functiegegevens</b>	Voorzitter CvB	Lid CvB
Aanvang en einde functie in 2021	1/1 - 31/12	1/1 - 31/12
Omvang dienstverband (als deeltijdfactor in fte)	1,0	1,0
Dienstbetrekking?	ja	ja
<b>Bezoldiging</b>		
Beloning plus belastbare onkostenvergoedingen	139.228	137.502
Beloningen betaalbaar op termijn	22.139	22.154
<i>Subtotaal</i>	161.367	159.656
Individueel toepasselijke bezoldigingsmaximum -/- onverschuldigd betaald	163.000	163.000
<b>Totaal bezoldiging</b>	<b>161.367</b>	<b>159.656</b>

## 1. Bezoldiging topfunctionarissen

1b. Leidinggevende topfunctionarissen zonder dienstbetrekking in de periode kalendermaand 1 t/m 12.

Bedragen x € 1	Q. Bunschoten
<b>Functiegegevens</b>	Lid CvB
Aanvang en einde functie in 2022	1/9 - 31/12
Aantal kalendermaanden	4
Omvang dienstverband (als deeltijdfactor in fte)	0,8
<b>Individueel toepasselijk bezoldigingsmaximum</b>	
Maximum uurtarief in het kalenderjaar	€ 206
Maxima op basis van normbedragen per maand	€ 28.600
Individueel toepasselijke maximum gehele periode kalendermaand 9 t/m 12	€ 114.400
<b>Bezoldiging (alle bedragen exclusief btw)</b>	
Werkelijk uurtarief lager dan het maximum uurtarief	€ 187,50
Bezoldiging in de betreffende periode	€ 88.500
Bezoldiging gehele periode kalendermaand 9 t/m 12	€ 88.500
<b>Bezoldiging</b>	<b>€ 88.500</b>
Het bedrag van de overschrijding en de reden waarom de overschrijding al dan niet is toegestaan	n.v.t.
Toelichting op de vordering wegens onverschuldigde betaling	n.v.t.

In addition to the compensation policy, the Board of Trustees reviews the declarations of the Board of Directors. The accountant has been assigned the task of auditing the Board of Directors declarations for legality in 2022. The Audit Committee annually examines the efficiency of management declarations through a sample check. Section 4.2 in the annual report includes the table on Board of Directors declarations, below included:

Betreft jaar 2022			Representation	Travel:			Other	Shared Costs	Total
				Netherlands	Foreign				
R von Stieglitz	President BoD	2022	€ 168	€ 138	€ 115	€ 152	€ -	€ 573	
		total 2021	€ 31	€ 73	€ 286	€ -	€ -	€ 390	
Arend Hardorff	Dean	2022	€ 201	€ 3.454	€ 412	€ -	€ -	€ 4.066	
		total 2021	€ 25	€ 376	€ -	€ -	€ -	€ 401	
Q Bunschoten	Dean	2022	€ 95	€ 2.737	€ -	€ 368	€ -	€ 3.200	

No shares, loans, or guarantees were issued in 2022 or earlier.

## Board of Trustees

The Board of Trustees is constitutionally composed of a minimum of five members. Members are appointed for a term of four years, after which, based on the Code of Good Governance for Universities of Applied Sciences, one reappointment can take place. In its role as a sparring partner, the Board of Trustees provides advice to the Board of Directors (solicited and unsolicited) and serves as the employer of the Board of Directors. The Board of Trustees operates within the powers defined in the articles of association, as well as the Higher Education and Scientific Research Act (WHW). The Board works with committees to support its tasks.

## Changes in the Board of Trustees composition

During the December meeting 2022, a farewell was bid to the Chairman of the Board, Mr Neumann, who, after first serving four years as a member and then five years as chairman, significantly contributed to creating 'hospitable futures' for our students, strengthening ties with the industry, and early on, giving prominence to the importance of sustainability.

## Board of Trustees Compensation

The Board of Trustees receive fixed compensation based on responsibilities and time commitment. Additional fees may be granted for specific tasks or committee work within the Board of Trustees. Based on the "Wet normering topinkomens (WNT)", the Board of Trustees approves yearly the remuneration class for the University of Applied Sciences. There is a direct link between this remuneration class and the maximum remuneration of members of the Board of Trustees and members Board of Directors. The "Regeling bezoldiging topfunctionarissen OCW-sectoren" defines the remuneration classes as well as the calculation for the remuneration classes. The calculation for Hotelschool The Hague is in remuneration class D for 2022. The maximum remuneration for the Board of Trustees of 75% of the WNT maximum. The remuneration of the members of the Board of Trustees also adheres to the requirements set in the compensation code for supervisors.

### Compensation Members Board of Trustee year 2022

<i>Board of Trustees members</i>	started as member	end of term as member	2022 Board member	2022 Committee member	2022 Total
Mw. P.M. Herder	1-Jan-19	1-Sep-23	€ 12,225	€ 900	€ 13,125
Mw. G.T.C. Bonhof	15-Mar-18	15-Mar-26	€ 12,225	€ 1,800	€ 14,025
Mw I. Eras	1-Nov-14	1-Jul-23	€ 12,225	€ 900	€ 13,125
Mr. W.M. Neumann, chair 2022	1-Jan-22	31-Dec-22	€ 18,338	€ 900	€ 19,238
Mr H.J. Roel	1-Sep-18	1-Sep-26	€ 12,225	€ 900	€ 13,125
Mr. R. Farenhorst	1-Jul-19	1-Jul-23	€ 12,225	€ 900	€ 13,125
Mr. R. Vos	1-Apr-22	1-Apr-26	€ 9,169	€ 900	€ 10,069

Board of Trustee role	Renunmeration Committee	Audit committee	Education & Research Committee
member			member
vice chair	member		chair
member	chair		
chair	member		
member		chair	
member		member	
member			

## Transparency and Communication

To enhance transparency and communication regarding remuneration, the Board of Trustees and the Board of Directors' rewards and benefits are included in Hotelschool The Hague annual report 2022. This remuneration report will be posted on the Hotelschool The Hague website available for all stakeholders.