

## **Background**

The Warrington & Vale Royal College's [Instrument and Articles of Government](#) define certain senior key personnel as Senior Post Holders (SPH) and provide that the appointment, grading, suspension, dismissal and determination of the pay and conditions of service of the holders of senior posts are matters for Governing Body.

The Senior Staff Salaries Remuneration Committee's Terms of Reference include;

- advising Governing Body on the framework for SPH remuneration and
- determining the pay of individual SPHs.

In 2018, the Governing Body agreed to adopt the [AoC Colleges' Senior Staff Remuneration Code](#) (the AoC Code), complying with 'must' statements and having regard to 'should' statements. The AoC Code includes the requirement that the college must publish a readily accessible annual statement, based on an annual report to its governing body. The purpose of this report is to address that requirement.

## **Remuneration process**

The College's Senior Staff Salaries Committee met on 11th December 2023:

- to approve the Senior Postholders' Pay Policy (attached as Appendix A to this report), and
- to review the remuneration of those staff within its remit

at the meeting on 11th December 2023:

- it was agreed that SPH salaries were assessed as in line with market rates

The Senior Staff Salaries Committee met in private, without staff members in attendance.

## **Senior Post Holders**

The roles designated as Senior Post Holders (SPH) and therefore within the remit of the Senior Staff Salaries Committee and the SPH Appraisal and Remuneration Policy for 2022/23 were:

- Chief Executive and Principal
- Deputy Principal Finance and Resources

For 2022/23, the roles within the remit of the Senior Staff Salaries Committee are:

- Chief Executive and Principal
- Deputy Principal Finance and Resources

## **Remuneration Policy**

The Policy has been devised with regard to the principles of the AoC Code, so that the College has:

- a fair and competitive salary offer to attract and retain high performing staff;
- a framework for SPH remuneration that is affordable and
- decision-making processes for SPH remuneration that are fair, transparent and accountable.

## **Choice of comparator college(s)/organisation(s)**

In setting the range for each role, the Committee had regard to the latest benchmark data for relevant roles published in the Association of College's Senior Pay Survey and recently advertised relevant posts to help with comparisons and decision making. The Committee considered salary data for colleges with a turnover of £20m - £25m. The salary ranges are guides for the Committee to determine an appropriate spot point, having had regard to the context of the College as well as the performance of the individual role holder.

## **Policy on income derived from external activities**

The Code requires colleges to justify any retention of external income by SPH in addition to their remuneration. The College includes an exclusivity of service clause in its SPH employment

contract, which requires an SPH to obtain express permission for additional external work (whether or not it is remunerated). There were no instances of remunerated external work taking place at the time of the meeting. In the event of an SPH requesting approval of external work, the Chair of Senior Staff Salaries Committee would determine how much, if any, of the additional remuneration the SPH would be permitted to retain and the grounds for this.

#### Emoluments of key management personnel, Accounting Officer and other higher paid staff

	2023 No.	2022 No.
The number of key management personnel including the Accounting Officer was:	5	5

The number of key management personnel and other staff who received annual emoluments, excluding pension contributions and employer's national insurance but including benefits in kind, in the following ranges was:

	Key management personnel		Other staff	
	2023 No.	2022 No.	2023 No.	2022 No.
£0 to £60,000	0	0		
£60,001 to £65,000	1	3*	-	-
£65,001 to £70,000	1			
£70,000 to £75,000	1	1	-	-
£90,001 to £95,000	0	1	-	-
£95,001 to £100,000	1	0		
£130,000 to £135,000	0	0	-	-
£135,001 to £140,000	0	1		
£140,001 to £145,000	1	0		
	<u>5</u>	<u>6</u>	<u>-</u>	<u>-</u>

\*CB left in year, replaced by RAM

Key management personnel compensation is made up as follows:

	2023 £'000	2022 £'000
Salaries	440	427
Employers National Insurance	56	54
Benefits in kind	-	-
	<u>496</u>	<u>481</u>
Pension contributions	103	100
<b>Total key management personnel compensation</b>	<b><u>599</u></b>	<b><u>581</u></b>

**Pay multiple of the Chief Executive / Principal and the median earnings of the institution's whole workforce**

	<b>2023 £'000</b>	<b>2022 £'000</b>
Principal's basic salary as a multiple of the median of all staff	4.9	5.1
Principal and CEO's total remuneration as a multiple of the median of all staff	5.1	5.3

There were no amounts due to key management personnel that were waived in the year, nor any salary sacrifice arrangements in place.

The above emoluments includes amounts payable to the Principal and Chief Executive who is the Accounting Officer and who is also the highest paid member of staff. Their pay and remuneration is as follows:

	<b>2023 £'000</b>	<b>2022 £'000</b>
Salaries	143	138
Benefits in kind	-	-
	<hr/> 143	<hr/> 138
Pension contributions	34	33
	<hr/> 177	<hr/> 171

**Regional comparison for Senior Post Holder's salary**

Based on Salaries provided in the AoC Senior Pay Survey 2022 for the North region:

Position	College Income	Lower Quartile	Median	Upper Quartile	Current Salary
Chief Executive and Principal	between 20-25M	£126,630	<b>£135,500</b>	£137,714	£142,534* (£151,799 with 6.5% pay increase)
Deputy Principal	between 20-25M	£79,175	<b>£80,196</b>	£90,831	£96,068* (£102,312 with 6.5% pay increase)
Clerk to the Corporation	between 20-25M	£37,654	<b>£46,630</b>	£49,992	£47,607* (£50,701 with 6.5% pay increase)

\* 3.5% pay increase (Same as staff award) in 2022,

1% (Same as staff award) in 2021,

2.11% for MS and 1% for NN (staff award was 1%) in 2020.

### **Significant changes made from 2022/2023 onwards**

Changes made from 2022/23 onwards have mainly been to ensure that the College complies with the AoC Code, including:

- Senior Staff Salaries Committee being chaired by a Governor other than the Chair of the Governing Body.
- The salary ranges which are intended to provide the Committee with a framework for making fair and consistent decisions about individual salaries, in relation to the demands of the role, other roles in the College and compared to similar roles in equivalent colleges elsewhere in the UK.
- Following the ONS reclassification, the Committee's terms of reference have been updated to ensure that members comply with the HM
- salary increases had been provided in August **2017 and 2020, 2021, 2022**