

Performance and Remuneration Committee Annual Report for The Year Ending 31 July 2023 to The Corporation

Introduction

This report is prepared in accordance with the Association of Colleges (AoC) Senior Post Holder remuneration code issued. St Helens College first adopted the Senior Post Holder Remuneration Code in May 2019. This Senior Post Holders Remuneration code report covers the year ended 31 July 2023.

Each College must publish a readily accessible annual statement, based on an annual report to its Governing Body. This report must contain:

- a) a list of Senior Post Holders within the remit of Remuneration Committee;
- b) its policy on the remuneration for post holders within the remit of Remuneration Committee;
- c) its policy on income derived from external activities;
- d) the pay multiple of the Chief Executive/Principal and the median earnings of the institution's whole workforce, illustrating how that multiple has changed over time and, if it is significantly above any published average, an explanation of why.

The report should also contain:

- e) its choice of comparator college(s)/organisation(s);
- f) An explanation of any significant changes.

Remuneration Committee

The Performance and Remuneration Committee of St Helens College comprises the following independent board members and meets at least twice per year, in line with its terms of reference. The membership of the Performance and Remuneration Committee during the year was:

- Alison Cannon - Committee Chair
- Jim Pinsent
- Nick Shore
- Bill Nixon (Chair of Governors)

The committee met on the following dates:

- 1 December 2022
- 10 February 2023
- 21 June 2023

Remuneration Committee Terms of Reference

The terms of reference state that the committee responsibilities are:

To evaluate and recommend to the Corporation the remuneration packages of the designated SPH staff, as set out in Schedule 1 below including but not limited to:

- basic salary
- benefits in kind
- annual bonus/performance related elements

- pension provisions

taking account of the requirements within the Association of Colleges Senior Post Holder Remuneration Code.

To recommend to the Corporation any severance payments (including pension benefits) which may be payable in the event of the early termination of the employment of any designated SPH and ensure that these are reasonable and justifiable.

To review the whole College Group annual pay awards put forward by the CEO/Principal, and to make recommendations to the Corporation on the individual designated SPHs pay awards, and any non-standard pay adjustments put forward by the CEO/Principal, and to ensure that meet the requirements within the Association of Colleges Senior Post Holder Remuneration Code.

Senior Post Holders

During the academic year to July 2023 there were the following senior post holders:

- Simon Pierce, Chief Executive Officer/Principal
- Rav Garcha, Deputy Chief Executive/Chief Financial Officer
- Mark Doyle, Deputy Principal
- Gillian Hayhurst, Governance Director

The College's approach to remuneration

The College's Pay Policy applies to all staff including senior post holders. Senior Post holders' salaries are considered by the Performance and Remuneration Committee with a recommendation to the Corporation. When considering Senior Post Holder salaries, the Performance and Remuneration Committee takes into account overall individual performance, contribution to the overall performance of the College, affordability and benchmark data. The Pay Policy was last reviewed in April 2021.

The Corporation approved a pay award in March 2023. Senior Post Holders received the same award as all staff.

External appointments and expenses

If any Senior Post Holder wishes to take on other roles outside of the College, they must first receive approval from the Corporation. The College has an External Interest Procedure, which means that all staff must declare external interests including other paid positions. The College reviews these declarations to ensure there are no conflicts of interest. Where other remunerated work is deemed acceptable then staff may retail the additional income on the proviso that this work is completed in their own time, either through annual leave or unpaid time off.

Remuneration analysis

As at 31 March 2023 (Data source: Gender pay gap reporting 2022)

	Remuneration per hour 2021/2022	Remuneration per hour 2022/2023	Rate change 2021/22 to 2022/23
CEO/Principal	£71.92	£74.07	£2.15
Median all workforce	£14.97	£15.13	£0.16

Pay multiple of CEO/Principal to median pay of all workforce 4.90, compared to 4.80 for 2021/22.

The increase in the median rate per hour for the whole workforce is aligned with a cost-of-living increase awarded to all staff by the Corporation in January 2023.

CEO/Principal Remuneration compared to CEO/Principal's by Income Bands

(Data source: Association of College's College Senior Pay Survey 2022)

St Helen's College CEO/Principal rate per hour 2022/23	£74.07
AOC survey median salary range for CEO/Principals with a total college income of £30-£40m	£80.97
Difference per hour	(£6.90)