

Statement Based Remuneration Committee Annual Report year ending 31 July 2023

1. Introduction

The Corporation has adopted 'The 'Colleges' Senior Post Holder Remuneration Code' and embraces increased transparency in reporting on the approach and consideration of remuneration of senior post-holders.

1.1 Committee Membership during the year ending 31 July 2023

Andrew Hanson (Chair), Thomas Huntbatch (Vice Chair), Joanne Chilton, Alison Jarrett.

1.2 Committee Meetings

Were held on 23.11.2022 and 16.03.2022, there were no absences. The Principal was not a member of the Committee and no staff member was present for the discussion of their own remuneration.

1.3 The current Committee Terms of Reference

Were reviewed in year and are provided at Appendix 1.

1.4 The College Strategy

In considering remuneration the Committee and the Corporation remain mindful of the College's performance and the needs of the College to achieve the College's strategic objectives.

2. Approach to Remuneration

The Committee recognises that appropriate remuneration is one of a range of factors to sustain an effective senior staff base, able to deliver the College's strategic aims.

Since the reclassification of Colleges as public sector bodies the College now falls under the Government guidance on senior pay as directed in HM Treasury's 'Guidance for approval of senior pay: Senior pay controls process'.

The College strives to remain a good employer and balances recruitment, retention and appropriate remuneration of staff who have fiscal responsibility. This includes consideration of market conditions, benchmarked* comparison data, the College's financial position, and also due regard to any College wide pay award.

The Corporation is also mindful of the equality objective to 'Work to ensure greater representation of staff from underrepresented groups at all levels of the organisation'.

The Corporation considers changes to both educational and economic landscapes, locally and nationally, and is mindful that the College is situated in an area with a high density of FE, sixth form and private training providers.

Significant changes to roles and impact on pay grades are also considered and, while the College does not operate performance related pay, annual appraisal for senior post holders is undertaken and reported on.

*Remuneration for senior post holders and the Clerk is considered in relation to the latest benchmark data for each role, as published in the Association of College's College Senior Pay Survey. This includes data comparison on all colleges nationally, on General Further Education colleges and West Midlands colleges.

3. Staff Headcount

Table 3.1 is provided to contextualise the senior post holders within the broader staff structure. (Previous year's figures in brackets.)

Staff Headcount as at 31 July 2023 (Excluding staff employed by Halesowen College Enterprises Ltd)			
Staff Type	Total Headcount	Total FTE	Percentage – FTE
	539.17 (671)	396.69 (433.88)	73.85 (64.66)
College Management Team	9.00 (10)	9.00 (9.8)	100.00 (98.00)
Teaching	320.25 (389)	250.90 (266.57)	78.35 (68.52)
Support	209.92 (282)	136.79 (167.31)	66.60 (59.32)

Figures in Financial Statements for College (College only in table) include **sessional staff**.

4 Emoluments of Chief Executive/Principal

4.1 Emoluments of the Chief Executive/Principal			(from 01/01/2021)		From 01/08/22 – 30/11/22	From 01/12/22 – 31/07/23 Interim Principal
	2018/19	2019/2020	2020/2021	2021/2022	2022/2023	2022/2023
Salary	130,560	134,150.62	82,551.56	143,000.00	121,000.00	85,148.74
Performance related pay	n/a	n/a	n/a	n/a	n/a	n/a
Holiday excluding statutory	40	40	40 (20.41 days)	40	5	40 (total across whole year)
Eligibility for bonus and when paid	n/a	n/a	n/a	n/a	n/a	n/a
Other benefits	n/a	n/a	n/a	n/a	n/a	n/a
Subtotal	130,560.00	134,150.62	82,551.56	143,000.00	121,000.00	85,148.74
Pension costs (TPS)	30,916.60	30,983.48	19,548.20	34,000.00	11,000.00	19,918.37
Total	161,476.60	165,134.10	102,099.76	177,000.00	132,000.00	105,067.11

Principal's pay (both permanent and interim) as the multiple of the median of all staff pay is reported in the ESFA all-college finance record and the ratio as recorded in the College's annual accounts is 5.7 in relation to basic salary and 8.3 in relation to total remuneration.

4.1.1 Pay of the Principal and Accounting Officer as a multiple of the median pay for staff (the Median earnings includes all salaried staff, but not those employed by Halesowen College Enterprises Ltd).			
	Basis of calculation		
Year	Multiple re Basic Salary	Multiple re Total Remuneration	Staff Median Earnings
2022/2023	5.7	8.3	£24,825 (basic median)

			£30,386 (basic plus pension median)
2021/2022	6	6	£23,473 (basic median) £28,215 (basic plus pension median)
2020/2021	5.4 <i>In FS rounded up to 6</i>	5.4 <i>In FS rounded up to 6</i>	£25,689 (basic pay) £31.546 (pay plus pension)
2019/2020	4.4	5	£30,683
2018/2019	4.5	5 or below	£28,815

5 Policy on External Appointments (pertaining to the generation of additional income)

Regarding external appointments that generate additional income, senior post holders and the Clerk to the Corporation are required to declare and keep under review their interests, including financial interests.

Contracts of employment for Halesowen College senior post holders and the Clerk include clauses on exclusivity of service and permissions required regarding other employment or engagements.

There were no external appointments declared that generated additional income.

5.1 Expenses 01.08.22 – 31.07.23

Staff submit expense claims under the College Expense Payments and Benefits Policy, with appropriate levels of approval and evidence required. A summary of expenses across the year is shown below.

1.8.22-31.7-23	Travel	Subsistence	Total
Principal	£0.00	£0.00	£0.00
Interim Principal/Deputy Principal	£56.00	£0.00	£56.00

6. Remuneration Committee Statement

In considering the detail provided, the Remuneration Committee is satisfied that its annual report provides assurance that it has effectively discharged its responsibilities.

Appendix 1

Remuneration Committee

Role

The Remuneration Committee has been formed to support the Corporation in meeting its responsibilities:

1. under the Articles of Government for the determination of pay and conditions of senior postholders and the Clerk
2. under The Colleges Senior Post Holder Remuneration Code, for ensuring an appropriate approach to and reporting on the remuneration of senior postholders and the Clerk
3. with reference to Government Senior Pay Controls for Colleges.

Committee Membership and Attendance

Members

1. The Chair of the Corporation

2. Three members of the Corporation appointed by the Corporation. The Principal may not be a member*. Staff and student governors may not be members.

The Chair of the Committee is appointed by the Corporation. The Chair should not be the Chair of the Corporation.

Attendees

1. Senior management may be invited to attend meetings of the Committee and shall be entitled to speak, but not to vote.
2. *The Principal may advise the Committee on the performance of other senior postholders.
3. The Committee may invite the Corporation's advisers or other third parties to attend meetings of the Committee as appropriate who shall be entitled to speak, but not to vote.

Meetings and Attendance

1. The Committee shall meet at least once each year.
2. The quorum is any two members.

Remit

The Committee will consider and recommend to Corporation for approval:

1. The outcomes of the appraisal process regarding designated senior postholders and the Clerk.
2. With due regard to Government Senior Pay Controls for Colleges, consider and make recommendations to the Corporation on the pay and conditions of designated senior postholders and the Clerk, including where the Clerk is, or is to be appointed as a member of staff, with reference to Article 3.1(e).
3. With due regard to The Colleges Senior Post Holder Remuneration Code, provide an annual report to the Corporation which provides sufficient assurance that the Committee has effectively discharged its responsibilities.
4. Have due regard to employer responsibilities and contractual obligations.
5. Keep under review the terms of reference and cycle of business of the Committee, recommending changes to the Corporation.
6. Consider and advise the Corporation on any other matter which the Corporation refers to the Committee.