

EXECUTIVE PAY POLICY

Status: Non-Statutory

Updated: 2nd November 2020

Reviewed and ratified by: Personnel and Pay Committee

Signed by Trust/Committee Chair



Next review date:

November 2021

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SECAT Executive pay policy

1. Principles

- This policy identifies how executive pay is set and applied for SECAT. The policy is in line with Setting executive salaries: guidance for academy trust Published 9 July 2019 (Department for Education) and the Academies Financial Handbook.
- The policy applies to decisions around executive pay only. In SECAT this is specifically the posts of the Chief Executive Officer (CEO) and Chief Operating Officer (COO). All other pay scales are determined based on the Burgundy book and the school teachers pay and conditions (STPCD) for teaching staff or the Green book and NJC scales and conditions for all other staff.
- Progression up the executive pay scales will be based on performance only and no automatic uplifts will be applied.
- There is a basic presumption that cost of living increases for executive pay will not increase at a faster rate than teachers' pay. Cost of living increases will be decided on an annual basis by the Trust Board with reference to the agreed cost of living uplifts for STPCD and the NJC pay scales.
- This policy will be reviewed annually with benchmarking being carried out by the Governing Body to ensure pay levels remains comparable with other Multi Academy Trusts of a similar size and character.

2. Performance management

Decisions to award pay progression must be related to the individual's performance, as assessed through the Trust's appraisal arrangements. The use of funds intended for education to pay large bonuses is a matter that has come under much scrutiny. It is important that any potentially contentious decisions are fully justified.

Pay increases should not be awarded automatically. Instead they should be linked to a clear and measurable set of Key Performance Indicators within the parameters of the agreed contractual arrangements. The board must be satisfied that there is an evident link between the levels of achievement of the individual and across the trust, and pay progression.

Pay increases should always be considered in the context of the wider organisation. Rewards must be applied appropriately at all levels. Executive leaders are not solely responsible for the performance outcomes at the Trust. It is important that awards for exceptional performance be applied across all levels. Executive leadership pay should not increase at a faster rate than that of teaching staff. Consideration should be given to the rate of increase across the board.

3. Benchmarking principles

When benchmarking against other multi academy trusts, the following benchmarking criteria will be applied:

- Number of academies

- Number of pupils
- Range of provision
- The quality of provision and their financial effectiveness
- Type of school (e.g. UTC, special school, alternative provision)

4. Setting and reviewing the pay ranges

The following factors have been considered when setting the pay ranges and will be considered in any review:

- The cost of the total remuneration package
- The experience of the individual
 - Previous significant experience in improving educational outcomes
 - School business management qualifications and experience
 - National Leaders of Education
 - Other relevant qualifications
- Broader factors that indicate the degree of challenge in the role
 - Permanent role and responsibilities that may not be typical of the role in other organisations
 - Existing significant concerns at the trust
 - A role in leading future plans for the trust (eg expansion)
 - Additional accountabilities (eg leading a teaching school alliance)
 - Responsibility for engaging the local community
- Financial performance
 - The Trust's deficit/surplus position
 - The auditors' view of the Trust – and the Trust's progress towards implementing audit recommendations
 - Requirement for additional financial support
- Educational challenge
 - % of SEND pupils
 - % of FSM pupils
 - % of EAL pupils
 - Level of deprivation
 - Number of looked after children
- Academic performance
 - Key stage 2 headline measures
 - Key stage 4 headline measures
 - Post 16 performance
 - Ofsted ratings
 - Long- and short-term educational targets of the Trust

5. Cost of living uplift

In line with the STPCD and NJC pay scales and the Trust's approach to committing to follow the STPCD and NJC pay uplift decisions, there is provision for an annual cost of living increase to the pay ranges as a whole and as a separate provision to any progression up the pay ranges. This element is not performance related. This will be automatically applied on an annual basis in line with the NJC cost of living uplifts for the relevant year when these uplifts are agreed/announced for equality and parity, and backdated, if appropriate, in line with the NJC agreements. There is a basic

presumption that any agreed increase will not exceed the agreed STPCD/NJC uplifts which will be applied across the rest of the Trust.

6. Equality

When implementing the policy, no employee will be disadvantaged on the basis of their gender, transgender, marital status or civil partnership, racial group, religion or belief, sexual orientation, age, disability, pregnancy or maternity, social or economic status or caring responsibility. This means that the process may need to be adjusted to cater for the specific needs of an individual including the provision of information in alternative formats where necessary.

7. Monitoring

The Trust Board will be responsible for monitoring the overall process to ensure it is operating fairly, consistently, and effectively. Issues that are identified from the information will be dealt with appropriately.

8. Prerogative to review

The Trust Board has agreed that the CEO has the right to ask for the pay scales to be reviewed at any time in line with the conditions and processes above.

Appendix 1

The pay points uplifted in line with the NJC/JNC cost of living pay rise for 2020 agreed 24 August 2020 for the April 2020-March 2021 period (2.75%) are:

Pay point	Amount (£)
1	95,430
2	97,181
3	98,933
4	100,688
5	102,440
6	104,184
7	105,937