



CROYDON COLLEGE

Annual Remuneration Report for 2019/20

The Corporation of Croydon College adopted the Association of Colleges' Senior Staff Remuneration Code at its meeting in December 2019. In accordance with the Code, the College is publishing its first annual statement on the remuneration of its senior post holders.

Senior post holders are appointed by the Board of Governors. The College's current senior post holders are the Principal and Chief Executive (Caireen Mitchell) and the Vice-Principal Finance and Resources (Ann-Christine Harland).

Remuneration Policy

SPH remuneration aims to recruit, retain and reward highly talented and effective senior post holders in order to deliver the College's strategy and to achieve the best outcomes for students while ensuring effective use of resources.

Senior post holders receive an annual salary. The Principal and Chief Executive's contract also includes an option for a performance related pay (PRP) bonus. A PRP structure was introduced for the members of the Executive Team, including the Vice-Principal Finance and Resources, in 2019/20. The performance related pay took the form of a non-consolidated bonus, which was awarded subject to meeting a team wide financial target relating to the delivery of the planned budget for 2019/20, plus a target specific to each role.

Both Senior Post Holders are members of the Local Government Pension Scheme and the College pays contributions for them into the College's Healthcare Scheme.

Remuneration Committee

The Corporation has established a Remuneration Committee made up of external governors and supported by the Director of Governance/Clerk to the Corporation. The members of the Remuneration Committee were as follows during 2019/20.

- Chris Wright - **Committee Chair** (resigned 24 February 2020)
- Gordon Smith (Chair of the Board)
- Tom Hesmondhalgh (Vice-Chair of the Board)
- Jean Cook
- Catherine Boyd- Maunsell (from appointment on 4 June 2020)

The Committee met on two occasions in 2019/20 on 13 November 2019 and 5 February 2020.

The Committee has responsibility for reviewing the remuneration and performance of the College's senior post holders and making recommendations to the Board of Governors. The Committee's terms of reference are appended to this report.

The review of the remuneration of the two senior post holders took place prior to the Corporation's adoption in December 2019. The Committee considers the College's approach to rewarding all of its staff as part of its decision making process as well as the performance of

individual senior post holders. Comparative external salary data will be considered as part of this review from November 2020 onwards using relevant data from the AOC Senior Pay Survey.

Emoluments of the Principal & Chief Executive

The Principal is the College's Accounting Officer and the highest paid member of staff. Her remuneration in 2019-20 was as follows:

The above emoluments include amounts payable to the Accounting Officer (who is also the highest paid officer). This position has been held by Caireen Mitchell since 15 April 2018.

	Year ended 31st July 2020 £'000	Year ended 31st July 2019 £'000
Salaries	145	143
Benefit in kind	1	1
	<hr/> 146	<hr/> 144
Pension contributions	30	25
	<hr/>	<hr/>
Total emoluments	176	169
	<hr/> <hr/>	<hr/> <hr/>

	Year ended 31st July 2020	Year ended 31st July 2019 restated
Multiple based on basic salary	5.33	5.32
Multiple based on total remuneration	6.42	6.24

Agency staff have been excluded from the total remuneration because the College does not record amounts paid to agencies for agency staff in a manner which allows the inclusion of individual agency staff in the calculation of pay ratios. In addition, casual staff have been

excluded due to the difficulty in assigning a full-time equivalent value to these flexible employees. The 2018/19 comparative has been restated, as the full year effect of merger has now been reflected in the comparative.

The Principal and CEO reports to the Chair of the Corporation, who undertakes an annual review of performance against the College's overall objectives using both qualitative and quantitative measures of performance. The remuneration for the Principal and CEO and the Vice Principal Finance and Resources (who reports to the Principal and CEO) are subject to annual review by the Corporation, who use benchmarking information to provide objective guidance. The Corporation has adopted the AoC's Senior Post Holders Remuneration Code and will assess pay for the Principal and CEO and the Vice Principal Finance and Resources in line with its principles in future.

The Vice Principal Training, Skills and HE, Vice Principal Education and Quality, the Director of Human Resources (to 28th November 2019) and the Principal at Coulsdon Sixth Form College report to the Principal and CEO, who undertakes an annual review of performance against the College's overall objectives using both qualitative and quantitative measures of performance. The Principal and CEO also uses benchmarking information (local/national colleges information) to provide objective guidance

When senior post holder remuneration was reviewed in November 2019, the Principal and Chief Executive's view was that there should be no change to the level of her remuneration in view of the fact that the College was not in a financial position to offer an increase in remuneration to all groups of staff. The Remuneration Committee agreed that there should be no recommendation to the Corporation to increase the Principal's remuneration at that point.

External Appointments and Expenses

There were no external activities undertaken by senior post holders during 2019-20 for which the post holders received income.

All expenses aid to senior post holders are solely in reimbursement of expenses incurred in the furtherance of the business of the college and comply with the College's Financial Regulations.

The Principal serves on the following external bodies (unremunerated) in her capacity as Principal of Croydon College: Director, Croydon Business Improvement District.