

TEC Partnership's Annual Remuneration Report 2024

Background:

This report is prepared in accordance with the Colleges' Senior Post Holder Remuneration Code and the new Code of Good Governance adopted by the Corporation.

This Senior Staff Remuneration Code report covers the year ended 31 July 2024.

Colleges Senior Staff Remuneration Code

This report re-confirms the corporation's written commitment to comply with the Code. The AoC developed the Code with the assistance of the Office for Students (OfS), with the aim of meeting the regulatory requirements of both ESFA and OfS and in line with the feedback from AoC Members and College Stakeholders.

It's aim to is have "fair and appropriate remuneration" through

- i) a fair, appropriate and justifiable level of remuneration;
- ii) procedural fairness; and
- iii) transparency and accountability.

It should therefore provide reassurance to our stakeholders.

Each college/ group 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 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:
 - Its choice of comparator college(s)/organisation(s);
 - An explanation of any significant changes.

Membership

For the academic year 2023-24 there were three meetings of the Remuneration Committee. The committee met on 4th October 2023, 4th December 2023 and 25th June 2024.

Membership and attendance was:

Kai Adegbembo

3/3

Paul Barker	3/3
Josh Greaves	3/3
Liz Parry	3/3
Andrew Lindley	1/1

This gave an overall attendance score of 100%.

Terms of Reference

The terms of reference for the Remuneration Committee are found in appendix One. The Remuneration Committee's purpose and core duties are listed in these terms of reference.

Review of Pay

Decisions on the remuneration of Senior Postholders are taken, after taking into account:

- The Performance of the Group
 - The Financial Health of the Group
 - The pay recommendation for the group as a whole
 - The current economic situation (inflation, growth, pay pressures, cost of living)
 - Benchmarking from the sector (noting basic salary, benefits in kind, pensions, terms and conditions of employment, and any bonus payments) including the AoC Senior Pay Survey
- The TEC Partnership take account of their benchmarking and survey information noting the size, complexity and income, and location of its comparators.
- Individual performance of the senior postholders

Recruitment

Decisions on the salaries of senior post holders are informed by market data including data from other Further Education Colleges, and comparable roles in other sectors/organisations of a comparable size, institutional and personal performance and affordability.

In respect of recruitment, the TEC Partnership aims to recruit senior post holders using remuneration packages that are market-competitive and consistent with it's existing remuneration structure. The TEC Partnership does not expect to make special recruitment arrangements outside the standard policy, but may do so in exceptional circumstances in order to secure the appointment of the right candidate.

Senior Postholders

The TEC Partnership had five Senior Postholders during the 2023 – 24 year and one vacant post:

Ann Hardy – CEO and Accounting Officer

Maria Turnbull Kemp – Group Vice Principal Finance

Danny Metters – Principal North Bank

Adrian Clarke – Group Vice Principal, Corporate Services

Antonia Praud – Director of Governance

Remuneration Process

Performance reviews take place in the Autumn term each year. In 2023-24 reviews for Senior Postholders were conducted by the CEO with input from the Chair, or by the Chair. In 2024-25, the Chair will conduct the reviews for the CEO and Director of Governance, and the CEO will conduct the reviews for Executive Team Members.

The Remuneration Committee received a report on performance of the group, the recommendation for staff, and then notes a recommendation for Senior Postholders. This included a briefing about performance for all Senior Post Holders who were actively in post. One Senior Postholder was on a leave of absence, and had not completed the performance review process. Performance up to their date of absence was therefore considered. The Remuneration Committee considers any change proposed to Senior Post Holder pay and conditions and would not recommend a pay increase if performance was a concern.

All discussions about the Chief Executive Officer were undertaken in a restricted part of the meeting that the Principal/Chief Executive Officer does not attend.

The Director of Governance also withdrew from the meeting when the remuneration and performance of the Director of Governance was discussed.

Income derived from external activities

The TEC Partnership includes an exclusivity of service clause in the contracts of employment for Senior Post Holders and special permission is required to undertake external work.

In the 2023 – 24 year permission was sought from:

Maria Turnbull Kemp – Director at the Pearl and Bead Company

Antonia Praud – North Yorkshire Council (until January 2024)

These were approved on the understanding that they would not interfere with the substantive role at the College and due to the personal development and learning that would result for the Group. The remuneration from this work was to be retained by the post holder.

Expenses

The College expenses policy applies to all staff, including Senior Post Holders.

Payments made to July 2024 were:

	Mileage payment	Miles	Expenses
Maria Turnbull-Kemp	£785.48	1745.51	£166.15
Ann Hardy	£12.60	28	£116.00
Daniel Metters	£621.45	1381	£5.80
Adrian Clarke	£1,236.44	2747.64	£53.40
Antonia Praud	£2,359.35	5243	£277.04

Pay Multiple of the Chief Executive Officer and the median earnings of the TEC Partnership's whole workforce

The amount paid to the CEO, who is the Accounting Officer and highest paid employee was:

Base salary £160,549.00

Pension £45,917

Bonus £500.

All staff received a bonus last year of £500, irrespective of hours worked or salary band, subject to length of service in their role.

Relationship of the Chief Executive pay, and remuneration expressed as a multiple

	2024	2023
	£000	£000
CEO's basic salary as a multiple of the median of all staff	5.8	6.2
CEO's total emoluments as a multiple of the median of all staff	6.3	7.6

Salary increases to Senior Postholders.

In the 2023-24 year, it was approved that Senior Postholders receive the same level of award as staff. This included

An increase of 6.5% from March 2024

A bonus payment of £500 paid in December 2023.

Severance and special payments

As a general principal, the Partnership do not ordinarily make any payments that are outside of our usual policy and process (i.e. payments that are not within an employee's statutory or contractual entitlement). In the 2023-24 year, the Partnership finalised their restructures and had several projects which came to an end.

These details are in private business.