



Croydon
College



COULSDON
SIXTH FORM COLLEGE



Croydon
University
Centre

CROYDON COLLEGE CORPORATION

Annual Remuneration Report for 2022/23

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 publishes an annual statement on the remuneration of its senior post holders (SPHs).

SPHs are appointed by the Board of Governors. The College's current SPHs 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 SPHs in order to deliver the College's strategy and to achieve the best outcomes for students while ensuring effective use of resources.

SPHs receive an annual salary and their contracts include an option for an annual performance related pay (PRP) bonus, up to a specified maximum percentage of their annual salary.

PRP takes the form of a non-consolidated bonus, awarded subject to meeting an Executive Team wide financial target and targets specific to each role. Performance targets are linked to the achievement of the College's five year strategy and performance related pay is only awarded if the Executive Team as a whole has achieved its financial target and any other mandatory targets.

SPH performance targets are now considered at the start of each academic year with a recommendation being presented to the Board for approval in October of each year. The base salary for SPHs is now reviewed in November each year with a recommendation being presented to the Board for approval in December of each year. These reviews now take place later than previously so that the outturn position from the previous academic year can form part of the review and information on the pay settlement for staff is known.

The Remuneration Committee reviews SPHs' performance against their targets for the previous academic year in November and makes a recommendation re the award of performance related pay for the year in question to the Board in December of each year.

Both SPHs are members of the Local Government Pension Scheme and the College pays contributions for them into the College's Healthcare Scheme. Payments in the College's Healthcare Scheme are contractual terms for the SPHs, who were appointed prior to the reclassification of College as Public Sector organisations subject to the requirements of HM Treasury's Managing Public Money.

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 2022/23.

- Catherine Boyd Maunsell - **Committee Chair**
- Tony Stevenson (Chair of the Board)
- Nasim Jivani-Hemani
- Frederick Law

The Committee met on three occasions in 2022/23 on 5 October 2022, 23 November 2022 and 9 March 2023 and The summer 2023 meeting was delayed until 4 October 2023.

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

Emoluments of the Principal & Chief Executive

The Principal is the College's Accounting Officer and the highest paid member of staff. This position has been held by Caireen Mitchell since 15 April 2018. Her remuneration is disclosed in the financial statements for each year. Please see the figures below for 2022/23:

The above emoluments include amounts payable to the Accounting Officer (who is also the highest paid officer. This position is held by Caireen Mitchell since 15 April 2018, whose emoluments and comparison to average staff salaries are shown below:

	Year ended 31 July 2023 £	Year ended 31 July 2022 £
Salaries	155,040	152,000
Performance related pay	7,600	14,300
Benefit in kind	1,772	1,451
	164,412	167,751
Pension contributions	41,101	42,905
Total emoluments	205,513	210,656

	Year ended 31 July 2023	Year ended 31 July 2022
Multiple of the median of all staff based on basic salary	4.58	4.90
Multiple of the median of all staff based on total remuneration (excl benefit in kind)	6.02	6.75
Multiple of the median of all staff based on total remuneration (incl benefit in kind)	6.06	6.79

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 Principal and CEO reports to the Chair of the Corporation. The base salary 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. SPHs' base salary was reviewed by the Remuneration Committee in October 2022 and the following recommendation was agreed by the Board. An increase of 2% to the base salary for P&CEO and the



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Vice Principal Finance and Resources' from 1 August 2022, in line with the pay increase awarded to senior managers for 2022/23.

Performance related pay for the Principal and CEO and the Vice Principal Finance and Resources for achievement of their 2021/22 objectives was approved by the Corporation and paid in 2022/23. At the P&CEO's request, the PRP award approved by the Board in December 2022, which was based on the achievement of three out of four objectives, was reduced to £7,600 following low achievement rates for 2021/22 at one of the College's two campuses.

The Corporation has adopted the AoC's Senior Post Holders Remuneration Code and assesses pay for the Principal and CEO and the Vice Principal Finance and Resources in line with its principles.

External Appointments and Expenses

There were no external activities undertaken by SPHs during 2022-23 for which the post holders received income.

All expenses paid to SPHs are solely in reimbursement of expenses incurred in the furtherance of the business of the college and comply with the College's Financial Regulations.

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