

# Executive Pay Policy



| Document control   |                        | POLICY LEVEL: Trust / Non-Statutory |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| Approved by        | Remuneration Committee | Approved Date                       | 11/12/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Portfolio          | Remuneration           | Next Review                         | Dec 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| Version            | Date                   | Author                              | Update information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 1.1                | 9/11/22                | SK                                  | New policy template and updated scales                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1.2                | 27/09/23               | SK                                  | Amendment to job titles, reference to ATH and pay ranges updated. Removal of Dir of Educ & Dir of Incl.                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1.3                | 30/10/2024             | SK                                  | Amendment to job titles, reference to ATH and pay ranges updated. Director of Finance & People amended to Director of People. Scale points added for ease of progression.                                                                                                                                                                                                                                                                                                                                                          |
| 1.4                | 23/10/2025             | LS                                  | Removed Director of People from attending pay committee as no longer such position.<br>Pay scales updated 3.2% ELT and 4% CEO<br>1.0 Aim – Changed scope and purpose. Addition of points<br>2.0 2.0 Addition = all exec pay decisions to be minute at remuneration committee meetings.<br>3.0 removal of performance related pay, automatic progression unless on capability<br>Separated annual pay review and pay progression<br>5.0 added agreement to seek approval for salaries over £150k<br>6.0 Addition of Appeals Process |

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## 1. Scope and Purpose

This policy applies to the Trust Leader/Chief Executive and the Executive Leadership Team (ELT) and includes our approach to pay for our ELT, how pay is determined and reviewed.

The Trust recognises the competitive nature of the labour market within the sector when considering executive pay, and as such, the impact on the reward package made available. In recognising this and having the ability to attract the right candidates, this document sets out arrangements that are designed to:

- recruit, retain and motivate high calibre individuals
- provide a framework that allows flexibility but that is fair and equitable
- and work within the parameters of the Academies Trust Handbook

It is essential that we have the best people to lead the Trust, but at the same time, it is important that salaries:

- can be justified and are in the best interests of the charity and taxpayer
- reflect the individual's responsibilities
- demonstrate value for money

The intention is that this policy does not erode contractual terms protected under TUPE.

It provides for a remuneration package, which reflects the Trust's education outcomes and attainments performance against stretching educational targets, operational and financial objectives.

The Trust complies with relevant laws such as the Equality Act 2010 and Employment Rights Act 1996, ensuring equitable and lawful pay decisions.

## 2. Roles and Responsibilities

The Board of Trustees are responsible for defining the Executive Pay policy and deciding on the salaries of the Trust Leader/Chief Executive, and the Executive Leadership Team. The Trust Board delegates this responsibility to the Remuneration Committee. This Committee is chaired by a trustee.

The role of the Chair is to oversee the proper administration of the Executive Pay policy, review the evaluation of ELT (including the Trust Leader/Chief Executive) performance supported by an external advisor, and recommend changes to executive pay. The Remuneration Committee meets at least once a year to discuss Executive pay, with the Trust Leader/Chief Executive and Deputy Trust Leader attending.

Executive pay decisions are:

- fair,
- proportionate,
- justifiable,
- evidence-based,

The process is underpinned by probity, the ethos of public service, public sector values, and the principles of public life Including:

- selflessness,
- integrity,
- objectivity,
- accountability,
- openness,
- honesty,
- leadership.

## 2.1 Decision Making

All decisions on Executive pay will be documented in the minutes and actions of the remuneration committee to allow for scrutiny and demonstrate a clear and transparent process.

## 3. Pay Review Process

It is essential that the Trust is able to attract and retain people with the right values, experience, knowledge, and skills required to lead. Having a competitive reward offering is one of the many ways in which the Trust can secure the very best people to achieve our ambitious targets and support children and young people to reach their potential in educational achievements. It is our aim to achieve this through fair salaries for talented people, and this will define our approach to pay.

To successfully recruit and retain a high caliber ELT, it is essential that the salary and benefits offered are competitive in the relevant market. The market sector used for making this assessment will depend on the relevant area of profession the ELT member is recruited from, and the value of the level of skills, knowledge and experience required performing in the role. This can range from the not-for-profit sector to the public sector (for example for roles in education) or commercial sector (for professional roles such as finance)

Whilst the Trust does not seek to compete in salary terms with the commercial sector, it does need to know what the comparator salaries are for those roles in commercial roles and the pay differentials should candidates wish to move from these sectors.

When executive positions are created or vacant, the Remuneration Committee sets pay ranges based on external benchmarking and internal relativity, considering geographic, educational, financial context, and role-specific factors.

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ELT pay progression will be automatic within the range. However, if there is formal capability action in place, pay may not progress, and will remain on the current grade until the next review period.

Pay ranges will only be reviewed when there have been significant changes to the responsibilities and not just because the top of the current range has been reached.

## 3.1 Pay Progression

ELT pay progression will be automatic within their range. However, if there is a formal capability or support plan in place, pay may not progress, and will remain on the current grade until the next review period.

Accelerated progression of more than 1 point is possible only upon recommendation and committee approval.

Annual pay progression linked to with inflationary increases is aligned to national pay awards and not exceeding the rate of other staff.

## 4. Pay Ranges

The current pay ranges for the ELT are set out below:

| Role                                                | Minimum £ | Point |
|-----------------------------------------------------|-----------|-------|
| Trust Leader/CEO<br>(Subject to Teachers Pay Award) | £132,002  | CEO1  |
|                                                     | £138,936  | CEO2  |
|                                                     | £145,868  | CEO3  |
|                                                     | £152,802  | CEO4  |
| Deputy Trust Leader<br>(Subject to NJC Pay Award)   | £110,038  | ELT1  |
|                                                     | £112,772  | ELT2  |
|                                                     | £115,559  | ELT3  |
|                                                     | £119,766  | ELT4  |
|                                                     | £122,396  | ELT5  |
|                                                     | £124,381  | ELT6  |
|                                                     | £127,458  | ELT7  |

## 5. Public Scrutiny

As academies operate with the use of public money, executive pay must be proportional and defensible to the public sector market and should reflect value for money.

The Trust agrees to, as per the Academy Trust Handbook (ATH)

- 5.1 Obtain prior approval for special staff severance payments of £100k or more which include a non-statutory/non-contractual element, and/or **where the employee earns over £174k**
- 5.2 Publish on its website in a separate readily accessible form the number of employees whose benefits exceeded £100k, in £10k bandings, as an extract from the disclosure in its financial statements for the previous year ended 31 August. Benefits for this purpose include salary, other taxable benefits, and termination payments, but not the trust's own pension costs

## 6. Appeals Process

- 6.1 Executives dissatisfied with pay decisions may seek informal resolution during the Performance review process or initiate formal appeals in two stages involving written representation and hearings before the Remuneration or Appeal Committee, with rights to representation and procedural fairness.
- 6.2 Formal Appeals should be made in writing, stating the reasons for appeal, to the Clerk of trustees. A remuneration committee review will take place within 10 working days to review the appeal.
- 6.3 Where the outcome of the appeal is not satisfactory, the Executive may appeal under stage 2, where a separate panel of Trustees will hear the appeal who have not previously been involved. At Stage 2 the appeal panel's decision is final. There is no further right to appeal.