

## Executive Team Pay Policy

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### Change history

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## 1 Underpinning principles

The following principles underpin The Sovereign Trust decisions on executive pay:

1. Decisions on executive pay are fair, proportionate and justifiable;
2. There is a fair, evidence-based process for making those decisions; and
3. The process is underpinned by probity, the ethos of public service, public sector values and the principles of public life;
4. Pay should take account of the context in which the trust operates;
5. Pay should be linked to the value, based on a number of components, delivered by the executive leader or leaders;
6. Pay decisions should ensure that there are no biases pertaining to gender or other protected characteristics within the pay structure;
7. Pay is related to performance and non-achievement of an executive leader's objectives should have consequences;
8. Severance payments (where these are made) must be reasonable and justifiable.

## 2 Levels of pay

In determining levels of executive pay, the Board of Directors will ensure that:

- Its decisions about levels of executive pay follow a robust evidence-based process and are reflective of the individual's role and responsibilities;
- They discharge its responsibilities effectively, ensuring its approach to pay is transparent, proportionate and justifiable;
- The procedure for determining executive pay is agreed by the board in advance and documented;
- The decisions about executive pay reflect independent and objective scrutiny by the board and that conflicts of interest are avoided;
- Factors in determining pay are clear, including whether performance considerations, and the degree of challenge in the role, have been taken into account;
- That pay is defensible relative to the public sector market;
- The rationale behind the decision-making process, including whether the level of pay reflects value for money, is recorded and retained;
- That a basic presumption that non-teaching pay should not increase at a faster rate than that of teachers, in individual years and over the longer term;
- Understand that inappropriate pay can be challenged by ESFA, particularly in any instance of poor financial management of the trust."

### 3 Salary range

The salary range for the CEO and Executive Headteachers and Heads of the Trust Academies will be determined by reference to the current leadership spine (Appendix 1).

Benchmarking is carried out annually by consulting similar special school trusts CEO salaries recorded in the MAT published annual accounts. The mainstream sector benchmark is based upon numbers of pupils and/or number of schools that are Good and Outstanding. This is not applicable in the Special school sector as pupil numbers will usually be low compared to mainstream schools. Consideration is given to the nature of the schools, the challenges they face, and comparable salaries of other special school Mat CEO's

In the case of the Accounting Officer and CEO, the Chair of the Trust makes a pay recommendation to the F&R Committee, which approves or proposes an adjustment, in consultation with the HR Director and External Appraiser.

In the case of remaining members of the Trust Executive, the salary range will be determined by reference to the current support staff pay scales (Appendix 2). The CEO holds appraisal meetings with those staff, consults with the HR Director and makes pay recommendations to the Pay Review Committee, which approves or proposes adjustments in consultation with the CEO and HR Director.

When determining levels of executive salary at The Sovereign Trust both at the initial point of determining salaries, and when conducting reviews of existing salaries the Board will the key points below to inform their decision making:

- The Board will consider pupil outcomes across the trust required to ensure that the trust is providing the highest standard of education to its pupils. When reviewing salaries they will also consider the level of progress that is being made and ensure that appropriate interventions and support are made where expectations are not being met;
- It is important to consider the current financial position of the trust when considering salaries, both in terms of budgeting and in the level of challenge as a result of the trusts current financial performance. Decision making by the board will be done using robust data and the board should ensure it has sufficient access to the current actual financial position and financial projections for the trust to inform these decisions;
- Provisions may be made under the contract of employment to revise salaries where the financial position of the trust deteriorates due to poor management.

In addition to the factors set out above, the Board may consider whether the role presents additional challenges outside of those that would normally be expected of this position. These might include:

- 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 (e.g. expansion);
- Additional accountabilities (e.g. leading a teaching school alliance).

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

Pay increases will always be considered in the context of the wider organisation. Rewards must be applied appropriately at all levels.

## 4 Appendix 1: Leadership group pay range

	England (excl the London Area)	Inner London Area	Outer London Area	Fringe Area
1	£41,065	£48,824	£44,323	£42,195
2	£42,093	£49,857	£45,353	£43,226
3	£43,144	£50,912	£46,400	£44,277
4	£44,218	£51,984	£47,479	£45,356
5	£45,319	£53,091	£48,582	£46,459
6	£46,457	£54,223	£49,714	£47,592
7	£47,707	£55,477	£50,969	£48,846
8	£48,808	£56,576	£52,067	£49,940
9	£50,026	£57,790	£53,284	£51,161
10	£51,311	£59,076	£54,571	£52,445
11	£52,643	£60,404	£55,898	£53,775
12	£53,856	£61,624	£57,117	£54,993
13	£55,202	£62,968	£58,465	£56,340
14	£56,579	£64,344	£59,833	£57,714
15	£57,986	£65,747	£61,241	£59,118
16	£59,528	£67,295	£62,787	£60,664
17	£60,895	£68,663	£64,156	£62,039
18	£62,426	£70,194	£65,689	£63,562
19	£63,975	£71,742	£67,237	£65,109
20	£65,561	£73,328	£68,820	£66,701
21	£67,183	£74,949	£70,445	£68,325
22	£68,851	£76,618	£72,107	£69,989
23	£70,556	£78,318	£73,812	£71,689
24	£72,306	£80,074	£75,564	£73,446
25	£74,103	£81,867	£77,361	£75,237
26	£75,936	£83,699	£79,194	£77,075
27	£77,818	£85,579	£81,075	£78,952
28	£79,748	£87,512	£83,007	£80,880
29	£81,723	£89,491	£84,979	£82,860
30	£83,757	£91,522	£87,013	£84,886
31	£85,826	£93,594	£89,089	£86,965
32	£87,960	£95,722	£91,215	£89,098
33	£90,145	£97,911	£93,406	£91,284
34	£92,373	£100,140	£95,633	£93,511
35	£94,669	£102,436	£97,927	£95,808
36	£97,013	£104,776	£100,268	£98,148
37	£99,424	£107,194	£102,685	£100,561

38	£101,885	£109,648	£105,145	£103,021
39	£104,368	£112,131	£107,624	£105,500
40	£106,972	£114,742	£110,234	£108,112
41	£109,644	£117,416	£112,905	£110,781
42	£112,392	£120,156	£115,647	£113,530
43	£114,060	£121,749	£117,287	£115,188

## 5 Appendix 2: Support Staff

SCP	£ per annum	£ per hour*
9	£20,344	£10.54
10	£20,751	£10.76
11	£21,166	£10.97
12	£21,589	£11.19
13	£22,021	£11.41
14	£22,462	£11.64
15	£22,911	£11.88
16	£23,369	£12.11
17	£23,836	£12.35
18	£24,313	£12.60
19	£24,799	£12.85
20	£25,295	£13.11
21	£25,801	£13.37
22	£26,317	£13.64
23	£26,999	£13.99
24	£27,905	£14.46
25	£28,785	£14.92
26	£29,636	£15.36
27	£30,507	£15.81
28	£31,371	£16.26
29	£32,029	£16.60
30	£32,878	£17.04
31	£33,799	£17.52
32	£34,788	£18.03
33	£35,934	£18.63
34	£36,876	£19.11
35	£37,849	£19.62
36	£38,813	£20.12
37	£39,782	£20.62
38	£40,760	£21.13
39	£41,675	£21.60

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40	£42,683	£22.12
41	£43,662	£22.63
42	£44,632	£23.13
43	£45,591	£23.63