

Annual Remuneration Statement 2021-22

The University of Suffolk confirms the following in respect of its application and approach to senior staff remuneration under the jurisdiction of the Remuneration Committee.

The University's Remuneration Committee determines and reports to the Board on the salary of the Vice-Chancellor and Chief Executive Officer, other members of the Executive and any staff outside of the Executive whose remuneration is more than £100,000 per annum. In conducting its work, the Committee is cognisant of the Higher Education Senior Staff Remuneration Code, most recently revised by the Committee of University Chairs (CUC) in November 2021.

Specifically, no individual is present for a discussion which involves the determination of their own salary. The Committee determines that the salaries awarded are appropriate to the institutional context, size, and the responsibilities of the role. In addition, the Committee considers the public interest in all forms of payment made to senior staff. The agreed salaries of senior staff allow for cost of living rises in line with national agreement on increases for the sector. Annual performance reports of senior staff are reviewed by the Remuneration Committee on an annual basis.

2021-22 Remuneration Committee Membership

Ex Officio

- Senior Independent Director (Chair of Remuneration Committee)
- Independent Directors (3) one of whom is the Chair of the Board.
- External Member of the Audit and Risk Committee

In attendance

- Vice Chancellor and Chief Executive Officer
- Chief Operating Officer (Secretary to the Board)

Secretary

Director of People and Organisational Development

Members serve for a minimum of 3 years and a maximum of seven years.

2021-22 posts within remit of Remuneration Committee

Role	Reason
Vice-Chancellor and Chief Executive Officer	Executive member
Deputy Vice-Chancellor	Executive member
Chief Operating Officer and Secretary to the Board	Executive member
Director of Finance & Planning	Executive member
Pro-Vice-Chancellor, Business & Entrepreneurship	Executive member
Pro-Vice-Chancellor, Research	Executive member
Pro-Vice-Chancellor, Health & Wellbeing (Interim – from 13 th June 2022)	Executive member

Post-holders within the remit of Remuneration Committee consideration and decision are:

- Members of the University Executive committee.
- Staff outside of the Executive whose remuneration is more than £100,000 per annum.

2021-22 Meeting frequency

Remuneration Committee met twice during the academic year: 14th October 2021 and 5th July 2022.

Remuneration benchmarking

Benchmarking has been undertaken using the UCEA Senior Staff Remuneration Survey 2021 (published March 2022). Benchmarks are taken against all Higher Education Institutions and post-92 Higher Education Institutions. Institutional income has been compared to both £40-£100m and £100-£150m bands. The institution's turnover sat at £128m during the period in question.

Benchmarking has also been undertaken using Cendex / XpertHR for roles which were considered relevant and for which wider comparator information is available.

Non-Executive workforce

Posts outside of the remit of Remuneration Committee have job gradings determined by the HERA Job Evaluation Scheme and are remunerated in accordance with either the New JNCHES national pay framework (to scale point 51 – grade 10); local scale points 52 – 56 (grade 11) or for Directors not subject to Remuneration Committee jurisdiction, spot salaries.

Pension

The pension provisions offered to new entrants across the institution is the University Superannuation Scheme (USS), with a handful of staff still subject to the legacy LGPS.

Head of Institution pay

The Vice-Chancellor's basic salary for 2021-22 was 5.98 times the median pay of staff (2020-21: 4.88), where the median pay is calculated on a full-time equivalent basis for the salaries paid by the University to its staff. The Vice-Chancellor's total remuneration was 7.48 times the median total remuneration of staff (2020-21: 5.52), where the median total remuneration is calculated on a full-time equivalent basis for the total remuneration by the University of its staff.

This was uplifted from the previous level to recognise:

- Excellent performance in role and delivery of the University's strategic objectives.
- Requirement to address salary imbalance and effect a strategic correction to outlier in remuneration.

- Commence a move towards median sector pay level (current level below LQ/LD for the sector).
- Investment to incentivise retention in post.

Vice Chancellor pay ratio against median of all other staff (3-year information)

Year	Median pay of staff	Pay ratio
2021-22	£34,104	5.98
2020-21	£33,797	4.88
2019-20	£34,804	4.74

Senior Staff Remuneration

Information relating to 'higher paid staff' is published in bands within the University's annual accounts and financial statements.

External Appointment and Expenses

No member of senior staff may undertake external appointments without prior approval. Reasonable expenses for senior staff are paid for external travel and other business in accordance with the University's Financial Regulations and expenses policy.

Head of Institution Income derived from external activities

Nil