

Annual Remuneration Statement 2023-24

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 £110,000 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.

2023-24 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.

2023-24 posts within remit of Remuneration Committee

| Post |
|--|
| Vice-Chancellor and Chief Executive Officer |
| Deputy Vice-Chancellor |
| Chief Operating Officer and Secretary to the Board |
| Director of Finance & Planning |
| Pro-Vice-Chancellor, Business & Entrepreneurship |
| Pro-Vice-Chancellor, Research |

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

- Members of the University Executive committee; or
- Staff outside of the Executive whose remuneration is more than £110,000 per annum.

2023-24 Meeting frequency

Remuneration Committee met once during the academic year: 10th June 2024. Additionally, virtual agreement of the incoming Vice Chancellor's salary was made in February 2024.

Remuneration benchmarking

Benchmarking has been undertaken using the UCEA Senior Staff Remuneration Survey (published March 2024). Benchmarks are taken against all Higher Education Institutions and post-92 Higher Education Institutions. Institutional income has been compared to £100-£150m bands. The institution's turnover sat at £129m during the period in question.

Benchmarking has also been undertaken using Cendex / XpertHR (now called Brightmine) 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 either 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 – Band 8); local scale points 52 – 56 (Band 9) or for Directors not subject to Remuneration Committee jurisdiction, spot salaries are applied based on benchmarking for the role in question, and individual levels of skill, knowledge and experience.

Pension

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

Head of Institution pay

The Vice-Chancellor's basic salary for 2023-24 was 6.36 times the median pay of staff (2022-23: 6.72), 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 7.39 times the median total remuneration of staff (2022-23: 7.72), where the median total remuneration is calculated on a full-time equivalent basis for the total remuneration by the University of its staff.

The Vice Chancellor's salary was not increased during the 2023-24 academic year (from 1 August 2023) and the second part of the new JNCHES pay award received by all other eligible staff (3% due from 1 August 2023) was not implemented at the request of the Vice Chancellor.

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

| Year | Median pay of staff | Pay ratio |
|-------------|----------------------------|------------------|
| 2023-24 | £39,347 | 6.36 |
| 2022-23 | £37,326 | 6.72 |
| 2021-22 | £34,104 | 5.98 |

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