

## ST MARY'S UNIVERSITY COLLEGE

### REMUNERATION COMMITTEE ANNUAL REPORT 2024-25

#### 1. Introduction

This report on senior staff remuneration at St Mary's University College is written to comply with the Committee of University Chairs (CUC) Higher Education Senior Staff Remuneration Code and relates to the academic year 2024-25.

#### *Remuneration Committee*

The Remuneration Committee is a committee of the Board of Governors. It is responsible for reviewing and recommending the salaries, terms of appointment and conditions of service and severance payments of the Principal and members of the Senior Management Team (Director of Corporate Services, Dean of Staff and Dean for Development). The Committee has adopted the CUC Higher Education Senior Staff Remuneration Code. The Committee provides the Board of Governors with a formal report on each of its meetings as well as the Annual Report.

#### *Terms of Reference*

The terms of reference of the Remuneration Committee are:

#### *Constitution / Status*

The Board of Governors Remuneration Committee is established by the Board under the College Scheme of Management.

The Chair and members of the Committee shall be appointed by the Board of Governors from among its own members.

There shall be four members of the Committee.

The Secretary to the Board of Governors shall act as Secretary to the Committee.

Meetings shall normally be held once per year.

Two members shall constitute a quorum.

A report of each meeting of the Committee shall be submitted to the Board of Governors.

### *Duties*

The Role of the Committee shall be:

- To review and make recommendations to the Board of Governors relating to the salary of the Principal and members of the College SMT
- To make recommendations to the Board on severance arrangements including any proposed payments relating to the Principal and members of the College SMT
- To make recommendations on the terms of appointment and conditions of service of the Principal and members of the College SMT

### *Membership*

The membership of the Remuneration Committee for 2024-25 was as follows:

Chair	Rev Fr Eugene O'Hagan
Member	Mrs Leeann Vincent (Retired February 2025)
Member	Ms Angela Mervyn
Member	Mr Fintan Murphy

The Secretary to the Board of Governors is secretary to the Remuneration Committee. The Principal is not a member of the Committee: he attends meetings when invited to discuss the remuneration of other senior staff members. No member of staff is permitted to attend or participate in discussions or decisions regarding their own remuneration.

## **2. Approach to remuneration**

St Mary's University College is governed under a Scheme of Management agreed with the Department for the Economy. Originally established as a college of education, it is a higher-education institution as defined by Article 30(3) of the Education and Libraries (Northern Ireland) Order 1993. St Mary's was granted the University College title by the Privy Council in 1998. The College is funded by, and accountable to, the Department for the Economy (DfE) in accordance with the terms of a partnership agreement and the provisions of the 1993 Order. St Mary's operates under the direction of a Board of Governors, and the College property is owned by its Trustees. Operational control is in the hands of the Principal supported by the Senior Management Team. The College provides undergraduate and postgraduate programmes in Initial Teacher Education, a BA degree in Liberal Arts, a part-time Master of Education, and an MSc in Physical Education and Sport for Young People. The mission of the College is to make a distinctive contribution of service and excellence, in the Catholic tradition, to higher education.

In the academic year 2024-25 the College had 850 full-time undergraduate students and 20 FTE part-time masters level students. There were 165 individual members of staff including 60 full-time and part-time academics and the total annual income is approximately £10 million. The College benchmarks its performance against members of the Guild HE mission group of universities and colleges.

The key objective of the College Senior Staff Remuneration Policy is the recruitment and retention of excellent senior staff who are highly competent and committed to the organisation and achieving its goals. The Policy sets out the key principles followed by the Committee in considering senior staff remuneration, as follows:

1. Reward mechanisms will be clear and up-to-date with the market to ensure that senior staff are motivated, and St. Mary's is able to attract and retain key talent.

2. Remuneration packages will be competitive and recognise the relative remuneration in comparable markets through the application of sector indices or relevant benchmarking.
3. The Remuneration Committee will consider evidence of performance against agreed objectives measured by appraisal.
4. Remuneration will include a total remuneration package which includes pay and non-pay benefits.
5. The remuneration framework will be transparent and consistent and based on the principles of fairness and equity and adhere to good employment practice and legislation.

Each year the Committee uses data from the Universities and Colleges Employer Association's Senior Staff Remuneration Survey to benchmark pay with institutions which are similar in nature – Guild HE institutions. The Committee also considers information on College staff salaries and the annual inflationary increment agreed for all staff through the JNCHES national negotiations. When required the Committee commissions specialist external reports for benchmarking purposes.

The College uses the Higher Education Role Analysis (HERA) job evaluation scheme for all roles covered by the nationally agreed 51 point pay spine. All College staff, including the Principal, are enrolled in either the Nilgosc or Teachers Pension Schemes.

St Mary's does not have a performance related pay mechanism for any staff including senior staff and the Principal.

### *Senior Staff Remuneration*

For senior staff other than the Principal the College policy is that annual salary increments are matched to the annual increment agreed through the JNCHES national negotiations, which applies to all the other College staff. Senior staff are appraised by the Principal based on performance against College objectives and targets set out in the annual Business Plan. SMT salaries were set in 2001 following a review by external consultants and have increased since then in line with the annual JHNCES increment.

### **Rationale for the remuneration of the Principal**

The Principal is the most senior officer of the College and has ultimate responsibility for the development and delivery of the St Mary's strategy, as well as for ensuring long-term sustainability. He is responsible for maintaining and promoting the College values and distinctive identity, for the achievement of high standards in education and research and for protecting the institution's reputation. The Principal acts as accountable officer under the Partnership Agreement with the Department for the Economy.

The Principal's salary for 2024-25 was considered at the June 2024 meeting of the Remuneration Committee. The Committee considered national pay negotiations, relevant benchmarking data from the Universities and Colleges Employers Association (UCEA) Senior Staff Remuneration Survey 2023, and the performance of the College as measured through its annual Business Plan Dashboard and institutional Key Performance Indicators.

For 2024–25, the Committee recommended that the Principal's salary be increased in line with the final pay settlement arising from the national Joint Negotiating Committee for Higher Education Staff (JNCHES) negotiations, which for 2024–25 resulted in an overall 2.2 % uplift. The Board of Governors subsequently approved this recommendation.

In accordance with the CUC Code, the Committee reviewed comparative remuneration data for heads of institution within the GuildHE sector and for principals of further-education colleges in Northern Ireland. The median salary for heads of GuildHE institutions in 2022–23 was £215,700, while the median for principals of further-education colleges in Northern Ireland was £117,000.00. The Committee noted that the Principal's salary remained below the GuildHE sector median, consistent with the College's scale, mission, and regional context.

For 2024–25, the Principal's basic salary was 3.1 times the median pay of College employees (2023–24: 3.1). The equivalent median ratio for the UK higher-education sector in 2023–24 was 6.9, and the Northern Ireland sector average was 4.0. The Committee concluded that the ratio continued to demonstrate an appropriate balance between the remuneration of the Principal and that of other employees, consistent with the College's ethos and scale of operations.

The Committee took account of the College's sustained financial performance, the achievement of targets set out in the Institutional and Business Plans, successful delivery of major capital projects, effective engagement with the Department for the Economy and other stakeholders, and progress in the areas of academic quality, and student satisfaction. These outcomes were judged to reflect the effective leadership and management of the College by the Principal.

The Principal is the most senior officer of the College and has ultimate responsibility for the development and delivery of institutional strategy, the stewardship of resources, and the maintenance of academic standards and reputation. The Remuneration Committee continued to apply the principles of proportionality and transparency in determining senior-staff pay. It ensures that any increases are consistent with sector benchmarks, reflect performance, and are affordable within the College's overall pay policy and financial framework.

**Principal's Remuneration**

<b>Emoluments of the Principal</b>	<b>2024-25</b>	<b>2023-24</b>
	<b>£000s</b>	<b>£000s</b>
Salary	£137	£135
Performance related pay	-	-
Benefits	-	-
<b>Subtotal</b>	<b>£137</b>	<b>£135</b>
Pension costs	£40	£36
<b>Total</b>	<b>£177</b>	<b>£171</b>

*External appointments*

The College policy on the retention of external income is set out in the Financial Regulations. Staff may not undertake any other paid work without the approval of the Principal, for senior staff, and, of the Chair of the Board of Governors for the Principal. The Principal currently does not retain any external income.

*Expenses*

St Mary's has a single Travel and Subsistence Policy of all staff covering the reimbursement of expenses necessarily incurred by members of staff in the course of their work.

*Principal's Expenses 2024-25*

	<b>2024-25</b>	<b>2023-24</b>
	<b>£</b>	<b>£</b>
Flights	1,482	2,112
Accommodation	1,842	2,105
Mileage	1,078	966
Other travel	514	721
Meals	346	667
Entertainment	451	98
Other	206	190
<b>Total</b>	<b>5,919</b>	<b>6,859</b>