



Education Learning Trust Multi Academy Trust

Executive Pay Policy 2025/26

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Revision History

Date	Docum ent Version	Document Revision History	Policy Owner / Reviser	Document Approver
July 2025	1.0	New Policy Consultation with Recognised Trade Unions 04/11/2025- 17/11/2025	T Payton Trust Business Lead	People, Pay and Performance Committee 17/11/2025

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1 Introduction

- 1.1 This Executive Pay Policy outlines the principles and procedures governing the remuneration of executive staff within Education Learning Trust (the "Trust"). It is designed to ensure transparency, fairness, and alignment with the Trust's strategic objectives, while complying with statutory requirements, including guidance from the Department for Education (DfE) and the Education and Skills Funding Agency (ESFA).
- 1.2 This policy is produced in unity with the Trust's requirements of the Trust Financial Handbook:

<https://www.gov.uk/government/publications/academy-trust-handbook/academy-trust-handbook-2025-effective-from-1-september-2025>

And, Setting executive salaries: guidance for academy trusts:

<https://www.gov.uk/government/publications/setting-executive-salaries-guidance-for-academy-trusts/setting-executive-salaries-guidance-for-academy-trusts>

2 Scope

- 2.1 This policy applies to all executive staff, including but not limited to:

- Chief Executive Officer (CEO)
- Chief Finance and Operating Officer (CFOO)
- Directors and other senior executives reporting directly to the CEO/CFOO

This policy also covers any temporary market supplements, recruitment or retention payments, contractually agreed perks, and all exit/severance arrangements for executive staff.

3 Principles

- 3.1 The Trust is committed to the following principles in determining executive pay:

- Fairness and Equity: Ensuring that remuneration reflects the responsibilities, skills, and experience of the individual while being proportionate to the role.
- Transparency: A clear and robust process for determining executive pay, subject to oversight by the Trust Board and in accordance with the DfE executive guidance.
- All remuneration decisions will be minuted, evidenced, benchmarked and retained.
- Performance related pay shall be limited, defined and subject to an explicit cap.
- Benchmarking and Market Comparison: Using appropriate benchmarking data to compare executive pay with similar roles in the education and public sectors.

- Performance-Related Pay: Linking a portion of remuneration to measurable performance outcomes aligned with the Trust's strategic goals.
- Value for Money: Ensuring that executive pay represents the best use of public funds and delivers value for money.

4 Governance and Decision-Making

4.1 People, Pay and Performance Committee

4.2 The Trust Board delegates responsibility for determining executive pay to the People, Pay and Performance Committee. The Committee will:

- review and approve the pay structure for executive staff
- assess executive performance against agreed objectives
- make recommendations to the Trust Board on any changes to executive remuneration
- Committee members with a personal or family interest will recuse themselves which will be recorded in committee minutes.
- Final approval of individual executive pay packages, any market supplements, and any exit/severance payments must be made by the full Trust Board or a quorate sub-committee containing at least two non-executive trustees. Any decision must be supported by independent benchmarking, a written business case and recorded justification.

4.3 Board Oversight and Approval

4.4 The Trust Board will have final oversight of executive pay and ensure compliance with the Academies Financial Handbook. Any proposed changes to executive pay outside of agreed parameters must be approved by the Trust Board.

5 Determining Executive Pay

5.1 Benchmarking and Market Analysis

5.2 The People, Pay and Performance Committee will review executive pay at least annually using independent external benchmarking and clearly identified comparator organisations. Benchmarking data, comparator rationale and any external advisors used will be recorded and provided to the Board. Any one-off payments (e.g., recruitment or relocation) must be time-limited, evidenced and reported to the Board.

5.3 Pay reviews will take into account the size, complexity, and financial position of the Trust.

6 Job Evaluation and Responsibilities

6.1 Executive pay will reflect the scope of the role, including leadership responsibilities, operational complexity, and strategic impact on the Trust.

- 6.2 The Committee will assess roles against objective criteria to ensure fairness and consistency. Job descriptions and evaluation criteria will be documented and published (high-level) to explain how role scope maps to pay banding. Any appointment above published band maxima requires a written business case and Board approval.

7 Performance Management and Pay Progression

- 7.1 Executive pay progression will be linked to annual performance appraisals.
- 7.2 Performance will be assessed against key performance indicators (KPIs) that align with the Trust's strategic objectives, including educational outcomes, financial sustainability, and operational effectiveness.

8 Pay Bands and Salary Ranges

- 8.1 The People, Pay and Performance Committee will ensure that executive salaries remain within reasonable limits and are justified based on the contribution to the Trust's success.
- 8.2 Pay bands will be set using independent benchmarking and will include defined minimum and maximum points. Appointments above the published maximum must be accompanied by a documented business case and require Board ratification. Any deviation from published bands will be disclosed in the trustees' annual report with justification.

9 Pension and Benefits

- 9.1 Executive staff will be eligible to participate in the Teachers' Pension Scheme (TPS) or the Local Government Pension Scheme (LGPS), as appropriate. Legal advice will be taken on the most appropriate scheme for each individual.
- 9.2 Any non-standard benefits (e.g., private health insurance, company car, tax advice) must be documented, time-limited if non-contractual, and approved by the Board. All benefits and pension arrangements will be disclosed in line with the Academies Financial Handbook.

10 Transparency and Reporting

10.1 Publication of Executive Pay

- 10.2 The Trust will publish details of executive pay in its annual financial statements in line with DfE requirements.
- 10.3 In accordance with the ATH, pay of any executive earning over £100,000 will be disclosed, along with justification for the level of remuneration.

11 Annual Review and Reporting

- 11.1 The People, Pay and Performance Committee will conduct an annual review of executive pay and report outcomes to the Trust Board.
- 11.2 Any concerns regarding executive pay or compliance with this policy will be reported to the DfE as required.

12 Policy Review

- 12.1 This policy will be reviewed annually by the People, Pay and Performance Committee to ensure continued compliance with regulatory guidance and alignment with the Trust's objectives.