

## Meeting of the South Bank University Enterprises Ltd Board

2.00 pm on Tuesday, 12 November 2019  
in Clarence Centre for Enterprise and Innovation

### Agenda

<i>No.</i>	<i>Item</i>	<i>Pages</i>	<i>Presenter</i>
11.	Staff bonuses (to approve)	3 - 4	LC
12.	Salary review	5 - 6	LC

**Date of next meeting**  
**2.00 pm on Tuesday, 21 January 2020**

**Members:** Michael Cutbill and Richard Flatman (Vice-Chair, in the Chair)

**Apologies:** Paul Ivey

**In attendance:** Michael Broadway, Linsey Cole

This page is intentionally left blank

**SBUEL bonuses, based on performance in 18/19 financial year**

Name of staff member	Proposed Rating	Rating (after moderation)	Bonus %	Start date	Leave date	Months	Salary	Bonus amount	Notes
Richard Howarth	2	2	4%		31-Oct-18	3	£35,500	£355	
Richard Howarth	2	2	4%	1-Nov-18		9	£43,000	£1,290	Promoted in year
Jemima Heard	3	3	2%	28-Jan-19		6	£29,000	£290	Pro-rata: joined in-year
Nicoletta Bonansea	1	1	8%		31-Oct-18	3	£35,200	£704	
Nicoletta Bonansea	1	1	8%	1-Nov-18		9	£40,000	£2,400	Promoted in year
Sam Ash	2	2	4%	29-Mar-19		4	£32,000	£427	Pro-rata: joined in-year
Liam McNamara	2	2	4%		31-Oct-18	3	£43,000	£430	
Liam McNamara	2	2	4%	1-Nov-18		9	£50,000	£1,500	Promoted in year
Alex Hokin	3	3	2%		31-Oct-18	3	£29,000	£145	
Alex Hokin	3	3	2%	1-Nov-18		9	£32,000	£480	Promoted in year
Abimbola Olaniyi	3	U	0%		31-Oct-18	3	£29,000	£0	
Abimbola Olaniyi	3	U	0%	1-Nov-18		9	£32,000	£0	Promoted in year
Ellen South	2	2	4%		31-Oct-18	3	£43,000	£430	
Ellen South	2	2	4%	1-Nov-18		19	£45,000	£2,850	Promoted in year
Lee Harvey	3	3	2%		16-Nov-18	3.5	£36,500	£213	Pro-rata: left in-year
Charikleia Spathi	2	2	4%	21-Jan-19		6	£43,000	£860	Pro-rata: joined in-year
George Boorman	1	1	8%	4-Feb-19		6	£43,000	£1,720	Pro-rata: joined in-year
Bethan Wynton	3	3	2%	29-Apr-19		3	£29,000	£145	Pro-rata: joined in-year; on probation: bonus to be paid following successful completion of probation
Nil Atmaca	2	1	8%	19-Nov-18	19-Jun-19	7	£32,500	£1,517	
Nil Atmaca	2	1	8%	20-Jun-19		1.5	£35,000	£350	Promoted in year
Gemma Wan	3	3	2%		31-Oct-18	3	£43,000	£215	Pro-rata: left in-year
Natalie Gough	U	U	0%			12	£44,000	£0	
Anam Farooq	2	2	4%			12	£40,000	£1,600	
Nicola Bourke	1	1	8%		19-Aug-18	0.5	£27,000	£90	Bonus recommendation based on BDM role, not Senior BDM role
Nicola Bourke	1	1	8%	20-Aug-18	10-Mar-19	7	£43,000	£2,007	Bonus recommendation based on BDM role, not Senior BDM role
Nicola Bourke	1	1	8%	11-Mar-19		4.5	£46,000	£1,380	Bonus recommendation based on BDM role, not Senior BDM role
Daniel Janowski	2	2	4%			12	£40,000	£1,600	
Lale Derya	3	3	2%	16-Jan-19		6.5	£43,000	£466	Pro-rata: joined in-year
Andrew Murphy	2	2	4%	28-Jan-19		6	£43,000	£860	Pro-rata: joined in-year
Melissa O'Connor	2	2	4%	8-Apr-19		4	£27,000	£360	Pro-rata: joined in-year
Emma Cant	2	2	4%			12	£43,594	£1,744	
Nicoleta Virlan	2	2	4%		19-Aug-18	0.5	£20,378	£34	Promoted in year
Nicoleta Virlan	2	2	4%	20-Aug-18		11.5	£28,628	£1,097	Promoted in year
Tara Hayes	3	3	2%	24-Sep-18		10	£33,279	£555	Pro-rata: joined in-year
Layo Owoaje	2	2	4%	1-Apr-19		4	£33,279	£444	Pro-rata: joined in-year

Emily Delacy (previous post to Feb 19)	1	1	8%		31-Mar-19	8	£35,000	£1,867	Full-time role
Emily Delacy (current post from Feb 19)	3	3	2%	1-Apr-19		4	£25,800	£172	Part-time role and promoted at the same time
Jacqueline Broome	3	3	2%			12	£29,000	£580	

Daisy Chatterton	2	2	4%		31-Mar-19	12	£57,000	£2,280	
Daisy Chatterton	2	2	4%	1-Apr-19		12	£64,000	£2,560	Promoted in year
Neil Pearce	3	3	2%			12	£60,000	£1,200	
Yvonne Mavin	1	1	8%		31-Dec-18	5	£30,000	£1,000	0.5 FTE
Yvonne Mavin	1	1	8%	1/1/		7	£36,000	£1,680	Changed hours to 0.6 FTE
Sukaina Jeraj	3	3	2%			12	£60,000	£1,200	

Total bonus amount 18/19  
Inc ER's NI

**£41,097**  
£46,768

Total bonus amount 17/18  
Inc ER's NI

**£25,759** There were 26 staff last year vs 31 this this year, plus several of the ERDF project staff started part-way through the year  
£29,314

Ratings	No. of staff	% of staff
U	2	6.45%
3	10	32.26%
2	13	41.94%
1	6	19.35%
	31	

This page is intentionally left blank

**SBUEL Salary Review Table as of October 2019**

Forename	Surname	Current Job Title	Current Salary	FTE	Pro Rata Salary	Job group title	Average	Current Salary	Benchmarking Recommendation	Managers Recommendation	Percentage increase	
Nicoletta	Bonanse	Bids and Programme Manager	£50,000.00	0.8	£40,000.00	Programme Manager	45254.50	£50,000	No increase	£50,000	0.00%	
Liam	McNamara	ERDF Programme Manager	£50,000.00	1	£50,000.00		44521.33	£50,000	No increase	£50,000	0.00%	
Vacant		ESF Programme Manager					n/a	n/a	Role vacant	N/A	N/A	
Jacqueline	Fotheringham	Business Development Manager	£43,000.00	1	£43,000.00	Business Development Manager	44652.75	£43,000	44500	£44,500	3.49%	
Natalie	Gough	Business Development Manager	£44,000.00	1	£44,000.00		44652.75	£44,000	44500	£44,500	1.14%	
Daniel	Janowski	Business Development Manager	£40,000.00	1	£40,000.00		44652.75	£43,000	44500	£44,500	3.49%	
Andrew	Murphy	Business Development Manager	£43,000.00	1	£43,000.00		44652.75	£43,000	44500	£44,500	3.49%	
Lale	Day	Business Development Manager	£43,000.00	1	£43,000.00		44652.75	£43,000	44500	£44,500	3.49%	
Melissa	O'Connor	Business Development Support Officer	£27,000.00	1	£27,000.00	Business Development Support Officer	29033.88	£27,000	29000	£29,000	7.41%	
Emily	Delacy	Business Systems Lead - Research & Enterprise	£43,000.00	0.6	£25,800.00	Business Systems Lead	43725.33	£43,000	43500	£43,500	1.16%	
Neil	Pearce	Head of Institutes	£60,000.00	1	£60,000.00	Head of Enterprise Institutes	74267.50	£60,000	65000	£62,500	4.17%	
Daisy	Chatterton	Head of Strategic Projects	£64,000.00	1	£64,000.00	Head of Strategic Projects	81784.25	£64,000	70000	£67,000	4.69%	
Bethan	Reb	Winton	Innovation Project Coordinator (a2iandLCNLondon)	£29,000.00	1	£29,000.00	Project Coordinator	30508.00	£29,000	30000	£29,000	0.00%
Samuel	Ash	Innovation Project Coordinator (LAFIC)	£32,000.00	1	£32,000.00	30508.00		£32,000	No increase	£32,000	0.00%	
Alexander	Hokin	Innovation Project Cooridnator (SimDhandACEIT)	£32,000.00	1	£32,000.00	30508.00		£32,000	No increase	£32,000	0.00%	
Abimbola	Olaniyi	Project Coordinator Business Support	£32,000.00	1	£32,000.00	30508.00		£32,000	No increase	£32,000	0.00%	
Nil	Atmaca	CEDaCI Project Manager	£43,000.00	1	£43,000.00	Project Manager	41715.30	£43,000	No increase	£43,000	0.00%	
Anam	Farooq	HSIL Project Manager	£40,000.00	1	£40,000.00		41715.30	£40,000	43000	£44,500	11.25%	
Ellen	South	Innovation Project Manager (a2i)	£45,000.00	1	£45,000.00		41715.30	£45,000	No increase	£45,000	0.00%	
Rachel	Beach	Innovation Project Manager (ACE IT) / Secondment	secondment (LSBU)				n/a	n/a	Not applicable	N/A	N/A	
Charikleia	Spathi	Innovation Project Manager (LCN London)	£43,000.00	1	£43,000.00		41715.30	£43,000	No increase	£43,000	0.00%	
George	Boorman	Innovation Project Manager (SimDh)	£43,000.00	1	£43,000.00	41715.30	£43,000	No increase	£43,000	0.00%		
Jemima	Heard	Project Marketing Officer	£29,000.00	1	£29,000.00	Project Marketing Officer	28917.30	£29,000	No increase	£29,000	0.00%	
Nicola	Bourke	Senior Business Development Manager	£46,000.00	1	£46,000.00	Senior Business Development Manager	55577.67	£46,000	50000	£50,000	8.70%	
Richard	Howarth	Senior Marketing Manager	£43,000.00	1	£43,000.00	Senior Marketing Manager	45559.80	£43,000	45000	£45,000	4.65%	
Jacqueline	Broome	Senior Office Administrator	£29,000.00	1	£29,000.00	Senior Office Administrator	31840.50	£29,000	30000	£29,000	0.00%	

**current total £958,800.00**

**Managers Proposed Total £983,600.00**

**Difference £24,800.00**

**current total with on costs Managers £1,148,642**

**Proposed Total with on costs £1,178,353**

**Difference £29,711**

Including Emploment agency

**current total with on costs Managers £1,314,900**

**Proposed Total with on costs £1,348,023**

**Difference £33,123**

Forename	Surname	Current Job Title	Current Salary	FTE	Pro Rata Salary	Job group title	Official earning data	Recruitment data	Recruitment data average	Job adverts	Job adverts average	Average	Current Salary	Recommendation	Managers Recommendation	Percentage
Emma	Cant	Recruitment Centre Manager	£43,594.00	1	£43,594.00	Recruitment Centr	0	40,600 - 60,900	50750	40,857 - 46,257	43557	47153.50	£43,594	45000	£45,000	3.23%
Tara	Hayes	Recruitment Consultant	£33,279.00	1	£33,279.00	Recruitment Cons	0	33,400 - 42,000	37700	28,333 - 33,333	30833	34266.50	£33,279	34000	£34,000	2.17%
Layo	Owoaje	Recruitment Consultant	£33,279.00	1	£33,279.00	Recruitment Cons	0	33,400 - 42,000	37700	28,333 - 33,333	30833	34266.50	£33,279	34000	£34,000	2.17%
Nicole	Virlan	Recruitment Coordinator	£28,628.00	1	£28,628.00	Recruitment Coord	21,475	24,360 - 30,450	27405	22,759 - 24,753	23756	24212.00	£28,628	No increase	£28,628	0.00%

**Current total** £138,780.00

**Proposed total** £141,628.00

**Difference** £2,848.00

**Current total with on costs** £166,258.00

**Managers Proposed Total with on costs** £169,670.00

**Difference** £3,412.00