

**REMUNERATION COMMITTEE OF THE BOARD OF GOVERNORS OF THE  
GUILDHALL SCHOOL OF MUSIC & DRAMA  
Tuesday, 6 March 2018**

Minutes of the meeting of the Remuneration Committee of the Board of Governors of the Guildhall School of Music & Drama held at Committee Room - 2nd Floor West Wing, Guildhall on Tuesday, 6 March 2018 at 1.45 pm

**Present**

**Members:**

Sir Andrew Burns (Chairman)  
Deputy John Bennett (Deputy Chairman)  
Alderman William Russell  
Jeremy Simons  
Lynne Williams

**Officers:**

Steve Eddy	- Head of HR, Guildhall School of Music & Drama / Barbican
Katharine Lewis	- Guildhall School of Music & Drama
Amanda Mays	- Assistant Human Resources Director and Transformation
Martin Newton	- Town Clerk's

**1. APOLOGIES**

Apologies for absence were received from Vivienne Littlechild, Michael Hoffman and Maria Delgado.

The Committee noted the submitted comments provided by Maria Delgado.

**2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

**3. PUBLIC MINUTES**

**RESOLVED** – That the public minutes of the meeting held on 18 July 2017 be approved as a correct record, subject to amendments to delete the apostrophe from ‘..Committee’s..’ in paragraph 3 of page 2; correct a typographical error ‘..bringing..’ in paragraph 7 of page 3; and changing ‘if’ to ‘of’ in the last line of paragraph 3 on page 4.

The following matters were raised:-

- The Committee agreed that 2 further meetings were required during the calendar year and that these should be scheduled in the Summer and Autumn terms. The Town Clerk to liaise with the appropriate officers on prospective dates before confirming these with the Chairman and Deputy Chairman.

- Members considered the circulated terms of reference of the Committee and, in accordance with the draft CUC Code and Guidance, noted that the Principal should attend, but not be a Member of, the Remuneration Committee (subject to not being present when their individual remuneration was being discussed). Noted also that the second point of the terms of reference should include all protected characteristics. Additionally, in the fifth bullet point (concerning benchmarking) “and Vice-Principals (the senior post holders)” should be included. Further changes may be required following the publication of the CUC Remuneration Code and Guidance. The Town Clerk undertook to bring the above changes to the attention of the Board for approval at its May meeting.
- The Committee was informed that one further non Common Council Governor could be appointed to the Committee, and that Professor Geoff Crossick might be interested in the role, along with two additional other lay / independent members. The Academic Registrar informed Members that it would be consistent with the new CUC Code for a lay / independent member with experience in remuneration (preferably in the higher education sector) to be appointed were a suitable candidate to be found. Noted that the School and Corporate Human Resources Departments would attempt to identify an appropriate person.
- The Assistant Human Resources Director said that, depending on content, views of the Remuneration Committee that required consideration by the Establishment Committee would usually be reported to that committee by HR. It was noted that the Chairman of the Board had spoken at Establishment Committee on relevant matters previously.
- In response to a question from the Chairman, the Academic Registrar said that subscription to the CUC would cost £1,800 per annum. The benefits of membership were discussed with a query whether other conservatoires were also members. The Academic Registrar was asked to submit a report to a future Board meeting with a recommendation as to whether the School should join.

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE REMUNERATION COMMITTEE**

There were no questions.

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other urgent public business.

6. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the remaining items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

7. **NON PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 18 July 2017 be approved as a correct record subject to minor amendment.

8. **HR REPORT**

The Committee considered the HR report of the Head of HR, Guildhall School of Music and Drama / Barbican.

RECEIVED.

9. **DRAFT CUC REMUNERATION CODE AND GUIDANCE**

With the agreement of the Chairman, the Committee considered a late report of the Principal on the Draft CUC Remuneration Code and Guidance.

**RESOLVED** – That a response be submitted to meet the 12 March 2018 deadline.

10. **COMPARATIVE SALARY DATA**

With the agreement of the Chairman, the Committee considered a late report of the Principal on comparative salary data.

RECEIVED.

11. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE REMUNERATION COMMITTEE**

There were no non-public questions.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no non-public urgent items.

**The meeting ended at 3.45 pm**

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Chairman

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