



## Senior Remuneration Sub-Committee

**Date:** THURSDAY, 5 SEPTEMBER 2019

**Time:** 10.00 am

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Deputy Edward Lord (Chairman)  
Deputy Catherine McGuinness (Deputy Chairman)  
Deputy Keith Bottomley  
Simon Duckworth  
Deputy Kevin Everett  
Christopher Hayward  
Tracey Graham  
Deputy Jamie Ingham Clark  
Jeremy Mayhew  
Ruby Sayed  
Alderman Sir David Wootton

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**Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
**Town Clerk and Chief Executive**

## **AGENDA**

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes of the Sub-Committee meeting held on 29 July 2019.

**For Decision**  
(Pages 1 - 4)

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

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

6. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12 A of the Local Government Act.

### **Part 2 Non-Public - Confidential Agenda**

7. **MINUTES**

To agree the confidential minutes of the Sub-Committee meeting held on 29 July 2019.

**For Decision**

8. **SENIOR MANAGEMENT GROUP REMUNERATION**

Report of the Town Clerk.

**NB: Given the very confidential nature of this item it will not be available electronically. Members will be required to collect and sign for a copy of the report prior to the meeting and to return the paper at the conclusion of the Sub-Committee's business.**

**For Decision**

## **SENIOR REMUNERATION SUB-COMMITTEE**

**Monday, 29 July 2019**

**Minutes of the meeting of the Senior Remuneration Sub-Committee held at the Guildhall EC2 at 11.30 am**

### **Present**

#### **Members:**

Deputy Edward Lord (Chair)  
Deputy Catherine McGuinness (Deputy Chair)  
Deputy Keith Bottomley  
Simon Duckworth  
Deputy Kevin Everett  
Tracey Graham  
Deputy Jamie Ingham Clark  
Jeremy Mayhew  
Ruby Sayed

#### **Officers:**

John Barradell	- Town Clerk and Chief Executive
Chrissie Morgan	- Director of Human Resources
Angela Roach	- Assistant Town Clerk and Director of Members Services

The Chair welcomed Tracey Graham, Cristopher Hayward and Jamie Ingham-Clark to their first meeting of the Sub-Committee.

#### **1. APOLOGIES**

An apology for absence was received from Alderman Sir David Wootton.

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

There were no declarations.

#### **3. TERMS OF REFERENCE OF THE SUB-COMMITTEE**

The Sub-Committee considered its terms of reference.

The Chair referred to the Sub-Committee's terms of reference replicating the Grand Committee's responsibilities in relation to the remuneration of senior officers. He advised that it was always intended that going forward, its remit should be looked at in more detail.

In answer to a question about whether the Sub-Committee's terms of reference had been examined in line with the latest corporate governance principles, the Town Clerk explained that the City Corporation had elected to operate all its

activities in line with the rules applicable to local government rather than a public limited company. He advised that it was highly likely that a governance review would be undertaken alongside the Fundamental Review and a review of Committees and their terms of reference would form part of that.

Several Members commented that any review of the Sub-Committee's remit should form part of the overall governance review and not be undertaken in isolation.

RESOLVED – that the terms of reference of the Sub-Committee be noted and that a review of the terms of reference of the Sub-Committee be undertaken as part of the proposed comprehensive governance review.

4. **MINUTES**

The public minutes of the meeting held on 31 January 2019 were approved.

5. **SENIOR MANAGEMENT GROUP CONTRIBUTION PAY**

The Sub-Committee considered a joint report of Town Clerk and the Director of Human Resources concerning the process for the remuneration of Officers in the Senior Management Group (SMG).

In answer to a number of questions, the Director of HR explained the history and difficulties associated with SMG job evaluation and pay. She confirmed that individual posts were benchmarked mark by using Croners, a benchmarking database the City Corporation subscribed to. As part of the methodology for determining senior officer pay, Croners incorporated a number of comparators, which amongst other things included pensions and the provision of a company car.

It was noted that salary scale for non-teaching staff at the City of London Schools were the same as City Corporation employees. However, teachers' pay formed part of a separate pay scale.

RESOLVED – That the report be noted, and that consideration be given to the proposals for pay progression and contribution payments for members of the SMG in the non-public, confidential, part of the meeting.

6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

7. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

There were no urgent items.

8. **EXCLUSION OF THE PUBLIC**

MOITION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it

involves the likely disclosure of exempt information as defined in Part 1 of the Schedule 12 A of the Local Government Act:-

Item Nos.	Paragraph(s) in Schedule 12A
9, 10,11 and 12	1 and 4

## **Part 2 - Non-Public Confidential Agenda**

### **9. MINUTES**

The non-public confidential minutes of the meeting held on 31 January 2019 were approved.

The Director of Human Resources withdrew from the meeting whilst the following item was discussed.

### **10. SENIOR MANAGEMENT GROUP REMUNERATION**

The Sub-Committee considered a report of the Town Clerk concerning the salary scale for two members of the Senior Management Group (SMG).

During discussion reference was made to the need for more information on benchmarking of the two posts. Members also questioned whether it was appropriate to review the salary scales in advance of the Fundamental Review exercise. Several Members were of the view that the proposals should be considered following the outcome of the Review.

RESOLVED – That:-

1. the report be noted, and that consideration of the proposal be deferred pending the outcome the fundamental review; and
2. the report to a future meeting be revised to include details on how the two posts were benchmarked.

### **11. SENIOR MANAGEMENT GROUP CONTRIBUTION PAY**

A schedule of the proposed contribution pay for individual members of the Senior Management Group (SMG) was laid round the table.

The Town Clerk advised the Sub-Committee of the reasons for awarding the various percentages, the key performance indicators and other things he considered when reaching his conclusions.

In response to a suggestion for providing the Sub-Committee with more detail on the quantitative assessments, a Member erred on the side of caution. He reminded Members that it was not the job of the Sub-Committee to manage staff across the piece – that was the job of the executive. The Director of HR added to this by explaining the history of performance related pay and

reminding Members that the Sub-Committee was set up to provide oversight and scrutiny on the Chief Executive's thinking.

The Sub-Committee proceeded to consider the award of individual contribution pay in turn and noted the supporting statements.

RESOLVED – That the proposed level of contribution pay for SMG Officers as set out in the schedule be noted.

The Town Clerk withdrew whilst the following item was discussed.

**12. TOWN CLERK AND CHIEF EXECUTIVE CONTRIBUTION PAY**

The Sub-Committee proceeded to discuss the proposed contribution pay in relation to the Town Clerk. It was noted that the Chair of the Policy and Resources Committee was responsible for assessing his performance and any remuneration in consultation with the Director of Human Resources.

Detailed discussion ensued on the level of the proposed contribution pay during which, amongst other things, Members questioned whether the current appraisal process was adequate and whether any improvements could be made.

RESOLVED – that the proposed level of contribution pay be agreed, and Director of HR be requested to report back on options for a more formal appraisal process for the Town Clerk to a future meeting of the Sub-Committee.

**The meeting closed at 1.45pm**

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Chair

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