

**REMUNERATION COMMITTEE OF THE BOARD OF GOVERNORS OF THE
GUILDHALL SCHOOL OF MUSIC & DRAMA
Monday, 8 July 2013**

Minutes of the meeting of the Remuneration Committee of the Board of Governors of the Guildhall School of Music & Drama held at Aldermens' Court - Mezzanine West Wing, Guildhall on Monday, 8 July 2013 at 2.15 pm

Present

Members:

Alderman David Graves (Chairman)
Deputy John Bennett (Deputy Chairman)
Sir Andrew Burns
Neil Constable
Professor Barry Ife
Pamela Lidiard
Jeremy Simons

Officers:

Steve Eddy	- Guildhall School of Music & Drama
Rakesh Hira	- Town Clerk's Department

1. APOLOGIES

There were no apologies.

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

There were no declarations.

3. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE REMUNERATION COMMITTEE

Establishment Committee

In response to a question by a Governor, the Chairman explained that the Establishment Committee was made up of members of the Court of Common Council who considered areas such as pay and staff issues, honorariums and the general pay award. The Principal's salary was agreed by the Establishment Committee on the recommendation of the Town Clerk.

Remuneration Committee

It was noted that issues of staff pay would normally be flagged up within the senior management forum and that job evaluations could take place but there were no set procedures in place to allow staff to make representations about their pay albeit the appraisal system did allow for discussions to take place between individuals and their line managers.

It was agreed that in future reports on staff analysis, salaries and sector comparators would be produced by Corporate HR with input from the Principal.

It was agreed that this Committee would meet again in September 2013 to consider revised Terms of Reference which would take into account the following:

- That this Committee has a remit to take note (and has taken note) of staff remuneration and the pay structure and benchmarked the School against the rest of the sector.
- That this Committee has a remit to look at (and has looked at) pay equality so as to flag any significant gender discrepancies within the School.
- That this Committee has a remit to look at (and has looked at) the gender, ethnic and other appropriate balances.
- That this Committee has a remit to satisfy itself with (and is satisfied with) the procedures in place at the School to allow staff to make representations about their pay.
- That this Committee has a remit to satisfy itself that (and is satisfied that) any ad hoc or personalised payments that might distort the basic remuneration structure are made according to transparent and justifiable rules.
- That this Committee has a remit to benchmark the salary of the Principal against sector comparators and is (or is not) content with the outcome of the benchmarking.

It was agreed upon the suggestion of the Chairman that this was a Committee which might sensibly be chaired by a non-City Governor, and that at its next meeting the Committee should elect a new Chairman from among the non-City Governors.

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

There were no urgent items.

5. **EXCLUSION OF THE PUBLIC**

RESOLVED: That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

6. **STAFF ANALYSIS, SALARIES & SECTOR COMPARATORS**

A report of the Principal was received.

7. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE REMUNERATION COMMITTEE

There were no questions.

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

There were no urgent items.

The meeting ended at 3.47 pm

Chairman

**Contact Officer: Rakesh Hira
tel. no.: 020 7332 1408
rakesh.hira@cityoflondon.gov.uk**