

## Remuneration Committee – Terms of Reference

### *Approved changes in bold and italics*

The Remuneration Committee provides advice to the Board of Governors of the Guildhall School of Music & Drama. It is recognised that all matters relating to employment of staff are within the purview of the City Corporation's Establishment Committee.

#### **Constitution**

- The Chairman of the Board of Governors of the Guildhall School of Music & Drama
- The Deputy Chairman of the Board of Governors of the Guildhall School of Music & Drama
- At least three non-Common Council Governors
- Two Common Council Governors
- May include up to three other lay/independent members (who are not necessarily members of the governing body)
- ***The Chairman of the Remuneration Committee should not be either the Chairman or Deputy Chairman of the Board***

#### **Quorum**

- At least three Governors

#### ***In attendance (but not a member of the Committee)***

- ***The Principal of the Guildhall School of Music & Drama (except when the Committee discusses his or her remuneration)***

#### **Terms of Reference**

- To take note of staff remuneration, the pay structure and benchmark the School against the rest of the higher education sector.
  - ***To consider all characteristics protected under the Equality Act 2010 and to flag any significant discrepancies within the School.***
  - To satisfy itself with the procedures in place at the School to allow staff to make representations about their pay.
  - To satisfy itself that any ad hoc or personalised payments that might distort the basic remuneration structure are made according to transparent and justifiable rules.
  - To benchmark the salary of the Principal ***and Vice-Principals (the senior post holders)*** against sector comparators and is (or is not) content with the outcome of the benchmarking.
  - To make recommendations to the Board of Governors and the Establishment Committee in respect of overall staffing pay structure, having regard to equal opportunities.
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