

FOI 2379

About this document

This document sets out Goldsmiths' response to a Freedom of Information request submitted to the College – FOI 2379.

FOI 2379 response

Dear,

I am writing to apologise for the delay in responding to your Freedom of Information request in which you requested the following information:

"1.

2. Please provide the total payment (GBP) made to the Warden in each of the categories listed in the financial year that ended on 31 July 2021?

2.1. Total payment (GBP) Salary (excluding benefits in kind/employer's pension contribution/any performance related award)

2.2. Benefits in kind Employer's pension contribution Performance-related award

3. Please provide the total number of staff (excluding the Warden) at this HEI who had total emoluments in each of the following ranges for the financial year that ended on 31 July 2021.

3.1. Total emoluments (GBP) £100,001 - £200,000,

3.2. £200,001 - £300,000,

3.3. more than £300,001

4. Please provide details of the Warden's air fare costs for the financial year that ended on 31 July 2021.

4.1. Total (GBP) spent on flights within the UK

4.2. Total (GBP) spent on flights within Europe (outside UK)

4.3. Total (GBP) spent on international flights outside Europe Total amount (GBP) for air fares

4.4. Total amount (GBP) spent on economy class air fares Total amount (GBP)spent on premium economy class air fares

4.5. Total amount (GBP) spent on business class air fares

4.6. Total amount (GBP) spent on first class air fares

5. What was the total spend (GBP) on hotel accommodation for the Warden in the financial year that ended on 31 July 2021?

6. How many nights did the Warden stay in hotel accommodation in the financial year that ended on 31 July 2021?

7. What was the total spend (GBP) on taxis/private hire for the Warden in the financial year that ended on 31 July 2021?

7.1.What was the total spend (GBP) on taxis/private hire for the Warden in the financial year that ended on 31 July 2020?

7.2.What was the total spend (GBP) on taxis/private hire for the Warden in the financial year that ended on 31 July 2019?

8. What was the total spend (GBP) on hospitality by the Warden in the financial year that ended on 31 July 2021?

8.1. What was the total spend (GBP) on hospitality hire by the Warden in the financial year that ended on 31 July 2020?

8.2. What was the total spend (GBP) on hospitality hire by the Warden in the financial year that ended on 31 July 2019?

9. How much did the Warden receive in personal expenses (whether that was money spent and reimbursed or money spent on an institution account) excluding expenditure on hospitality, travel or hotels, in the financial year that ended on 31 July 2021?

10. During the financial year that ended on 31 July 2021, was the Warden provided with any accommodation by the institution in addition to salary? Yes/No

11. I would like to request a copy of the most recently ratified minutes for the Remuneration Committee. Please could a copy be emailed to [REDACTED]?
Yes/No

12. I would like to request a copy of the ratified minutes for the Search Committee tasked with the appointment of the Warden since 2018

12.1. Please could a copy be emailed to [REDACTED]?

12.2. Yes/No”

Our responses to your questions are set out below; please note that our responses to questions 7 and 8 include contextual information given they cover a three-year period which included a change in Warden leading the institution and a critical period during the Covid-19 pandemic.

Question 1

We note that question 1 of your request had been left blank.

Questions 2 and 3

With regard to questions 2 and 3, in line with Section 21 Freedom of Information Act 2000 (FOIA) which exempts information from the right of access under the Freedom of Information Act if that information is reasonably accessible to the applicant by other means, we would like to direct you to pages 53 and 54 of the College's Annual Reports and Financial Statements for the year ended 31 July 2021 [Annual Reports and Financial Statements 2021 \(gold.ac.uk\)](https://www.gold.ac.uk/annual-reports-and-financial-statements-2021) where you will be able to locate the information you have requested.

Questions 4, 5 and 6

In respect of questions 4, 5 and 6 of your request we are able to advise you that the expenditure was nil as the Warden did not take any flights nor stay in hotel accommodation during the financial year that ended on 31 July 2021.

Questions 7 and 8

It may be helpful to note that our responses to questions 7 and 8 cover three distinct years:

- The period 01 August 2018 to 31 July 2019 relates to the previous Warden and Acting Warden.
- The periods of 01 August 2019 to 31 July 2020 and 01 August 2020 to 31 July 2021 relate to the current Warden.

The responses for 2019-20 reflect the current Warden's first year in post and show travel and expenses including for meetings with key stakeholders such as higher education sector colleagues and supporters and funders as the Warden built new partnerships to further the College's mission.

Extending the College's external engagement and public advocacy was a key objective of the new Warden, as set out by an appointment panel drawn from the Goldsmiths community of students and staff.

The responses for 2020-21 include travel during a critical period of the Covid-19 pandemic. At this time it was essential for the Warden to be able to travel more safely to and from campus in order to provide leadership for the College.

This included leading discussions over securing financial support given the volatile operating environment and the predicted financial impact of Covid-19 and being present on campus to support colleagues where government restrictions allowed.

In light of this and amid concerns over the rise of a new wave of the pandemic in autumn 2020, it was agreed by the Chair of Council that the Warden could temporarily make use of private travel to and from campus.

The spend for each year (including VAT) for taxis/private hire and hospitality is set out below:

Taxis/private hire

- The total amount spent on Taxis/private hire for the period 01 August 2018 to 31 July 2019 was £446.38.
- The total amount spent on Taxis/private hire for the period 01 August 2019 to 31 July 2020 was £10,428.61, of which £1,995.90 was disclosed as a taxable benefit to the Warden in the Financial Statements.
- The total amount spent on Taxis/private hire for the period 01 August 2020 to 31 July 2021 was £8,683.14, of which £7,079.81 was disclosed as a taxable benefit to the Warden in the Financial Statements.

Hospitality

- Total amount spent on hospitality for the period 01 August 2018 to 31 July 2019 was £1,973.12.
- Total amount spent on hospitality for the period 01 August 2019 to 31 July 2020 was £3,520.07.
- The total amount spent on hospitality for the period 01 August 2020 to 31 July 2021 was £352.51.

Question 9

Information in relation to question 9 of your request is also exempt under Section 21 Freedom of Information Act 2000 (FOIA) and is set out at the following link: [Annual Reports and Financial Statements 2021 \(gold.ac.uk\)](#) under other taxable benefits on page 53 of the College's Annual Reports and Financial Statements for the year ended 31 July 2021.

Question 10

In response to question 10 of your request we can confirm that the Warden was not provided with any accommodation by the institution in addition to salary during the financial year that ended on 31 July 2021

Questions 11 and 12

Regarding questions 11 and 12 of your request please find attached:

- a copy of the most recently ratified minutes for the Remuneration Committee: "Remuneration Committee - Minutes_Redacted.pdf".
- a copy of the most recently ratified minutes for the Search Committee tasked with the appointment of the Warden since 2018: "WSC minutes 18.10.2018 for release.pdf."

We need to advise you that some of the information held in the minutes for the Remuneration Committee has been redacted.

Information in relation to items 8, 9 and 10 of the minutes for the Remuneration Committee have been redacted because the information contains personal data. Section 40(2) of FOIA provides an exemption from the right to information if it is personal data and to disclose it would contravene any of the data protection principles. Article 5 of the UK GDPR requires that personal data shall be processed lawfully, fairly and in a transparent manner in relation to individuals. The information relates to the remuneration of employees other than the Warden and those employees would have a reasonable expectation that this data would not be made public. Therefore, having carefully considered the rights of the individuals and the public interest Goldsmiths takes the view that it may rely Section 40(2) of the FOIA and exempt this data from disclosure.

Information in relation to items 12 and 13 of minutes for the Remuneration Committee have been redacted in line with Section 36 (Prejudice to the effective conduct of public affairs) of the Freedom of Information Act 2000. This is because disclosure of the information would lead to it being placed into the public domain prior to the completion of the College's governance processes. Section 36 is a qualified exemption under the FOI Act which means that consideration must also be given to whether in all the circumstances of the case the public interest favouring disclosure is greater than the public interest in maintaining the exemption. The public interest means what is in the best interests of the public not what is of interest to the public.

Public interest test considerations:

We have considered whether the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

There are a number of public interest arguments that weigh in favour of disclosing the information you have sought:

- The general proposition of maximising openness that the FOIA and the College aspire to;
- Furthering the public's understanding of, and participation in, the debate of issues of the day;
- Facilitating accountability and transparency in the spending of public money.

There are also public interest arguments that weigh against disclosure:

- Maintaining the integrity of established governance procedures for decision making.

The College has determined that the matters covered by the information remain the subject of on-going management decision making processes. Disclosure of the information in advance of the College concluding its decision making would be stepping outside, and being seen to step outside of, its established governance procedures. This would be likely to diminish trust and confidence in both the governance procedures and in the decisions reached by means of them. In this instance, therefore, we are satisfied that the public interest in withholding the information outweighs the public interest in disclosure of the requested information.

I hope this information satisfies your Freedom of Information request. However, if you are dissatisfied with this response, you may ask for it to be reviewed by either contacting us by email: gia@gold.ac.uk or by writing to:

Data Protection Officer
Goldsmiths, University of London
New Cross,
London, SE14 6AF

Please describe the original request, explain your grounds for dissatisfaction, and include an address for correspondence.

If you are still not satisfied following the internal review, you have a right to appeal to the Information Commissioner who can be contacted at the following address.

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Telephone: 01625 545 700

www.ico.gov.uk

Yours sincerely,

Information Governance

Goldsmiths, University of London

Strictly Private and Confidential
GOLDSMITHS
University of London
COUNCIL
REMUNERATION COMMITTEE

(DRAFT) Minutes of the meeting held on Thursday 26 January 2021

Present:

Dinah Caine - Chair of Council (Chair)
Lynn Percy - Deputy Chair
Aaron Porter - Council Member
Fowsia Kadiye - SU Education Office
Carol Ford - Director of HR (Secretary)

1. APOLOGIES FOR ABSENCE

Apologies from Ronk Akerele and Lauren Corliss. Noted that Fowsia Kadiye was attending the meeting on behalf of Lauren Corliss.

2. CONSTITUTION AND MEMBERSHIP 2018-19

<http://www.gold.ac.uk/governance/committees/remunerationcommittee/>

3. STANDING ORDERS

<http://www.gold.ac.uk/governance/committee-standing-orders/>

Noted.

4. CHAIR'S ACTION

No Chair's action has been taken since the last meeting.

5. CONFLICTS OF INTEREST

<https://www.gold.ac.uk/governance/policies/conflicts/>

No conflicts of interest were reported.

It was agreed that Carol Ford would leave the meeting when discussions regarding the Remuneration for the Director of HR took place. Matthew Brooks, Director of Governance would attend the meeting at such time to support the Committee.

6. MINUTES

The minutes from the meeting held on 28 November 2019 were approved subject to a few typographical errors being corrected.

Minutes from the sub meeting which took place on 19 November 2020 were noted.

Action:

Director of HR to tidy up typographical errors (item 4), insert attendees and clarify wording in item 7 regarding payment for independent financial advice provided to the Warden in respect of the USS pension scheme. Incorporate sentence relating to the previous Warden's salary as a comparison to the current Warden.

7. MATTERS ARISING FROM THE MEETING ON 28 November 2019

Lynn Percy Deputy Chair of the Remuneration Committee noted that a vacancy still existed on the Committee. The Director of HR confirmed that an external representative was being sought to join the Committee, it was expected that an appropriate individual would be identified in time for when the Committee met in September/October 2021.

Dinah Caine, Chair of the Remuneration Committee advised that the Committee required progress on some matters from today's meeting, in advance of the next meeting which will be held in September/October 2021.

8. REMUNERATION OF THE WARDEN

(This item was chaired by Lynn Percy, the Deputy Chair for the Remuneration Committee).

Dinah Caine who is responsible for appraising the Warden reported that she and the Warden had met twice since the last Committee meeting to discuss the Warden's appraisals and objectives. Dinah confirmed that objectives for the Warden were very much dependent on the recovery programme plans and discussions with the banks. As discussions with the banks had not yet been concluded it was agreed that Dinah would provide to the Committee details of objectives later in February.

Following consideration of the oral report from the Chair of Council, the Committee agreed that the Warden's salary was at an appropriate level and should remain at the current level.

It was also noted that for future meetings the Committee should receive a written paper along the same lines as set out for other members of SMT. This would support discussions regarding the Warden's remuneration.

The Committee had a discussion regarding a 360 review process for the Warden. It was agreed that the Committee would set for themselves, an objective for the next academic year, to identify a suitable 360 review process for the Warden. A paper outlining options is to be provided to the Committee by the Director of HR before the next meeting in September/October 2021.

Action:

- **Dinah Caine to confirm by email the Warden's objectives following completion of discussions with the banks at the end of February 2021.**
- **For future meetings, a written report regarding the Warden's remuneration should be provided to the Committee by Dinah Caine, supported by the Director of HR.**

- **Director of HR to provide a report for the Committee identifying 360 review options for consideration.**

9. WARDEN'S REPORT ON SMT MEMBERS

A discussion took place regarding the Warden's approach to evaluating the performance of the Senior Management Team (SMT).

The Committee sought clarity on the composition of the SMT and the Warden's direct reports. This was to ensure that the Committee considered the remuneration of the SMT in accordance with the Committee's terms of reference.

The Warden confirmed the following as the current SMT who are her direct reports:

- *Pro Warden (Academic) – Elisabeth Hill
- *Pro Warden (Research, Enterprise and Knowledge Exchange) – David Oswell
- Registrar and Secretary – Helen Watson
- Interim Director of Finance – Nirmal Borkhataria
- Acting Head of School Arts and Humanities – Michael Banissy
- Acting Head of School Professional Studies, Science and Technology – Stephen Graham
- Acting Head of School Cultural and Society - to be appointed

* was noted by the Warden that the title of Pro Warden which is used within Goldsmiths is essentially that of a Deputy Warden's function used outside of the University.

The Warden confirmed that the Director of HR, Director of Communications, Director of Governance and Director of Change were in attendance at SMT meetings.

It was agreed that the above members of SMT, who were the direct reports of the Warden, with the exception of the Acting Heads of School, were within the remit of the Committee to have their remuneration reviewed. The Committee agreed that the remuneration of the Acting Heads of School were not currently within the purview of the Committee as they were interim positions. However, for the future, if and when the Heads of School posts became permanent and were part of the SMT they would then fall within the remit of the Committee for review of remuneration.

The Committee advised that in future Warden's Report for the SMT, they wish to see further clarification on performance against set objectives for each member of the team. The Warden confirmed that interim appraisal for members of the SMT would be taking place within the next couple of weeks.

It was agreed that the Committee would not review the remuneration of the Director of HR, as this post was not a member of the SMT. The Warden's report should be amended to reflect the conversation as agreed by the Committee.

It was also confirmed that the Committee should receive a report at each meeting confirming those members of staff who earned a salary of £100k or more. This would be for information only, not for the Committee to get involved in setting salaries unless, they were a member of the SMT.

A discussion took place on how pensions were accounted for in an employee's total remuneration package and how it was reflected in the annual accounts. It was agreed that further reflection about pensions and how it related to an individual's total remuneration package should be considered in the next period.

A discussion took place regarding the recruitment process for the Director of Finance which is shortly to be advertised. The Committee wanted to ensure that the appropriate benchmarking exercise was undertaken to confirm that the salary for the new appointee was comparative to that of other members of the SMT.

The Chair of the Committee requested that the Warden thanked the SMT for their commitment and hard work during this really difficult period.

Action:

- ***The Warden's Report on SMT members should be amended to reflect only those roles which fall within the remit of the Committee for consideration.***
- ***For future meetings of REMCO, the Warden's report should contain details on each SMT member's individual appraisal and performance against set objectives.***
- ***An Organogram for the SMT should be provided for future meetings.***
- ***The Committee are to receive a report at each meeting on those staff who earned a salary of £100k or more.***
- ***The Director of HR is to provide the Committee with benchmarking data on an appropriate salary level for the Director of Finance.***

8

[REDACTED]

9

[REDACTED]

10.

[REDACTED]

11. ANNUAL REMUNERATION REPORT

The Committee reviewed the draft Annual Remuneration Report prepared by the Director of HR. A discussion took place on a number of points which the Committee

felt required further clarification or amendment. It was noted that as this was the first Annual Remuneration Report, it was less comprehensive than would be expected for future reports but the report would be published on Goldsmiths website at the end of February when the Annual Accounts were published.

Action:

- *The Director of HR to amend the report, as discussed and provide further information to the Committee as requested.*
- *The source of market data as described in the report needed to be amended to correctly reflect what information the Committee had reviewed.*
- *The Committee to receive an updated Gender Pay Gap report, if available for review.*
- *Section headed 'Approach to Remuneration' - the Committee data as detailed in the report. If the data is not available, the relevant section of the report should be amended.*
- *Wider trends within HE to be taken account of for future reports.*

12

[REDACTED]

13

[REDACTED]

14

ANY OTHER BUSINESS

There was no other business.

15

DATE OF NEXT MEETING

The next meeting of the Committee is currently scheduled for late October 2021.

Action:

The Director of HR to explore if the date can be moved to September 2021.

Released
1/23/2019
under

**GOLDSMITHS
University of London**

COUNCIL

SEARCH COMMITTEE

18 October 2018

Minutes of the meeting of the Search Committee held on 18 October 2018 at Senate London

Present: Ms Dinah Cai (Chair), Professor Richard Noble, Mr Aaron Porter, Dr John Price, Ms Vanessa Sharp and Mr Joseph Tema.

In attendance through out the meeting: Mr Matthew Brooks, Mr Andy Lamb, Ms Helen Watson (Secretary) and Mr Ben Wilson.

1. WELCOME AND APOLOGIES FOR ABSENCE

Secretary's note: Despite her efforts, Ms Helen MacNamara was unable to join the meeting by phone due to technical difficulties. Mr Matthew Brooks conveyed his apologies to the Committee and Ms MacNamara for this situation.

Noted:

- i) the Chair welcomed members on the occasion of the inaugural meeting of the Committee and thanked them for agreeing to contribute to such important work. She emphasised that the task being undertaken by members was integral to securing a healthy and successful Goldsmiths but that their work was being carried out in complex and uncertain times. The Chair was joined by members in expressing a determination to run a transparent and consultative process in a timely fashion and appointing the best Warden for Goldsmiths; and
- ii) as many as 10 other HEIs are currently or will imminently be recruiting a vice-chancellor.

2. IDENTIFICATION OF ITEMS FOR DISCUSSION

Noted:

No items had been identified for discussion in addition to those starred within the Agenda.

3. TERMS OF REFERENCE

Received:

- i) a draft Terms of Reference for the Committee (Paper A); and
- ii) an email from the UCU and the Goldsmiths Students' Union to the Chair of Council, dated 18 October 2018.

Noted:

- i) the Committee entirely shares the obvious care and commitment to Goldsmiths demonstrated in the union correspondence and it is felt that a number of aspects could usefully be adopted;
- ii) Members were content that the terms of reference as drafted were adequate and are commended for formal approval; and
- iii) there was considerable discussion of the composition of the Search Committee and Members agreed that the membership should be kept under review as the process continues.

Resolved:

to commend the draft terms of reference, composition and initial membership of the Committee to Council

4. CANDIDATE SPECIFICATION

Received:

a draft candidate specification (Appendix B).

Noted:

- i) recognising that the role specification will be developed in partnership with any executive search firm appointed to facilitate the recruitment process and in light of insights gained from the consultation exercises to be run, Members felt that the draft specification was a good starting point but stressed the need for it to be explicit and unambiguous about the institution's challenges and opportunities and the experience that candidates will need to possess to address these.

5. CONSULTATION PROCESS

Received:

- i) the draft webpage prepared for the purposes of inviting feedback from stakeholders; and
- ii) recent examples of consultation processes adopted by HEIs when appointing vice-chancellors (Paper C).

Noted:

- i) the Committee gave due attention to the CUC Illustrative Practice Note on the appointment of vice-chancellors as well as a number of models of consultation that have been adopted by other HEIs in recent recruitment exercises;
- ii) within the context of the aforementioned CUC note, the Committee is committed to ensuring that there is a full and meaningful consultation exercise with staff, students and wider stakeholders; and
- iii) the Committee is aware of the call for aspects of the appointment process to involve wide scale community participation but is concerned that such an approach is not conducive to attracting a wide pool of talented candidates of the calibre needed to meet Goldsmiths' challenges because such a

process inevitably lacks confidentiality and may undermine our aim of encouraging diversity and ensuring that all barriers to positive promotion of this goal are removed.

Resolved:

- i) that a web-based consultation exercise should commence with immediate effect, posing two questions: 1) What are the key priorities for the new Warden; and 2) what kind of Warden do you want?
- ii) that the outcomes of this survey should be analysed and a summary provided to the Committee; and
- iii) that a small subset of the Committee and those who attend upon it shall meet to formulate proposals for a series of focus groups of College constituencies to further inform the search process.

6. EXECUTIVE SEARCH FIRMS

Received:

draft tender documents to invite bids from executive search firms (Paper D).

Noted:

- i) the Committee reaffirmed Council's expressed view that it is appropriate and necessary to appoint an executive search firm to assist with the recruitment process; and
- ii) Members commended the draft tender pack.

7. ANY OTHER BUSINESS

Resolved:

that the Committee and any others participating in the interview panels are to undergo unconscious bias training.