

ENGLISH TOURING OPERA

PAY POLICY

Pay Rates

ETO is committed to fair pay and conditions for artists, production and technical staff and administrators. It considers this a key responsibility for a lead organisation in the small to medium scale arts – and particularly the opera - sector.

ETO pay rates both for employed (office) staff and freelance associates (performing artists, technicians, creative and production team members) are set with regard to prevailing rates for comparable activity across the subsidised sector. Salary levels for administrators are reviewed regularly against rates advertised by other organisations of a similar scale; references for freelance rates include the Independent Theatre Council and UK Theatre / BECTU tariffs.

Orchestra musicians' fee rates are set by agreement with the Musicians Union (MU).

Travel and subsistence payments for all touring artists and production / technical team members are based on the rates established in the ETO/ MU Agreement.

Senior Management pay (for the General Director and General Manager) is set by a sub-committee of the Board of Trustees, which also approves the overall annual salary budget for employed staff.

All pay rates across the organisation are reviewed annually, though yearly increases are not guaranteed.

Pensions

From July 2016, each member of staff on an employment contract will be eligible for auto-enrolment into a pension scheme to which he/she and ETO respectively will contribute a percentage of his/her gross salary. Contributions will be phased in over three years as follows:

Year 1 (July 2016-June 2017) - 1% ETO / 1% Employee

Year 2 (July 2017-June 2018) - 3% ETO / 2% Employee

Year 3 (July 18-June 2019) - 5% ETO / 3% Employee

From July 2019 onwards, contributions will be paid 5% ETO and 3% Employee.

Maternity/Paternity/Parental/Adoption Leave & Pay

Employees may take time off work to perform certain public duties or to receive antenatal care and may take maternity/paternity/parental/adoption leave in accordance with the relevant statutory provisions for the time being in force. Payment for such leave will also be made in accordance with the relevant statutory provisions.

Responsibility

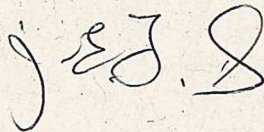
Overall responsibility for this policy and its implementation lies with the Board of Trustees, who have delegated its implementation to the General Manager and General Director.

The General Manager will present it to the Board for review annually, with any recommendations for changes/refinements that he/she feels advisable.

Review

This policy is reviewed regularly and updated as required.

Adopted on: 26/10/16 [date] Last reviewed: 26/11/16 [date]

A handwritten signature in black ink, appearing to be 'J. S. S.', is written in the center of the page.