



Board of Governors of the City of London School

Date: WEDNESDAY, 11 DECEMBER 2019
Time: 11.00 am
Venue: CITY OF LONDON SCHOOL, QUEEN VICTORIA STREET, EC4V 3AL

SUPPLEMENTARY AGENDA

5. **GOVERNANCE COMMITTEE MINUTES**

To receive the draft public minutes and non-public summary of the Governance Committee meeting held on 22 November 2019.

For Information
(Pages 1 - 4)

6. **FINANCE AND ESTATES COMMITTEE MINUTES**

To receive the draft public minutes and non-public summary of the Finance and Estates Committee meeting held on 22 November 2019.

For Information
(Pages 5 - 8)

14. **NON-PUBLIC GOVERNANCE COMMITTEE MINUTES**

To receive the draft non-public minutes of the Governance Committee meeting held on 22 November 2019.

For Information
(Pages 9 - 10)

15. **NON-PUBLIC FINANCE AND ESTATES COMMITTEE MINUTES**

To receive the draft non-public minutes of the Finance and Estates Committee meeting held on 22 November 2019.

For Information
(Pages 11 - 14)

Enquiries: Polly Dunn
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John Barradell
Town Clerk and Chief Executive

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GOVERNANCE COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Friday, 22 November 2019

Minutes of the meeting of the Governance Committee of the Board of Governors of the City of London School held at the Guildhall EC2 at 9.00 am

Present

Members:

Deputy James Thomson (Chairman)
Alderman Vincent Keaveny

Tim Levene
Deputy Edward Lord

Officers:

Alan Bird	- Head, City of London School
Dr Richard Brookes	- City of London School
Charles Griffiths	- City of London School
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Lord Levene of Portsoken and Paul Stein.

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

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 24 May 2019, be approved as accurate record.

4. DESIGNATED GOVERNORS' ROLES

Governors considered a report of the Head regarding Designated Governor Roles. The following matters were raised:

- The terms of reference of the appointed Staff Liaison Governor were to be circulated to the Board. Governors reiterated the need for the appointee to be a co-opted Governor rather than a Common Councillor.
- Both of the newly proposed designated governor roles would require the appointee to serve on the Academic and Education Committee.
- Governors agreed that expressions of interest should be sought at the Board meeting on the 11 December 2019.

RESOLVED, that

- The current Governor appointments for AGBIS, Safeguarding and Health and Safety, be noted;
- The creation of Careers and Education Guidance lead governor role be recommended to the Board of Governors; and
- The creation of a Special Educational Needs and Disabilities lead governor role be recommended to the Board of Governors.

5. **GOVERNOR INDUCTION AT CITY OF LONDON SCHOOL**

Governors received a report of the Bursar regarding Governor Induction at the City of London School.

The Town Clerk added that the induction checklist should include certain City of London Corporation material, such as the code of conduct. It was hoped that all necessary material could be uploaded to and accessed via the online Governors' Portal.

RESOLVED, that the report be noted.

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

There were no questions.

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

There was no other business.

8. **EXCLUSION OF THE PUBLIC**

RESOLVED, That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

9. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 24 May 2019, be approved as accurate record.

10. **OUTSTANDING ACTIONS**

Governors received a report of the Town Clerk regarding outstanding actions of the Committee.

11. **GOVERNOR TERMS OF APPOINTMENT**

Governors considered a report of the Town Clerk regarding Governor Terms of Appointment.

12. **GOVERNANCE REVIEW**

Governors received an updated from the Chairman regarding the Governance Review.

13. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE

There were no questions.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There was one item of other business.

The meeting closed at 9.35 am

Chairman

Contact Officer: Polly Dunn
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FINANCE & ESTATES COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Friday, 22 November 2019

Minutes of the meeting of the Finance & Estates Committee of the Board of Governors of the City of London School held at the Guildhall EC2 at 10.00 am

Present

Members:

Tim Levene (Chairman)
Deputy James Thomson
Alexander Barr

Deputy Keith Bottomley
Deputy Edward Lord

Officers:

Alan Bird	- Head, City of London School
Charles Griffiths	- City of London School
Steven Reynolds	- Chamberlain's Department
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Paul Stein.

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

There were none.

3. MINUTES

RESOLVED, that public minutes and non-public summary of the meeting held on 24 May 2019 be approved as accurate record.

4. THE CITY OF LONDON SCHOOL BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL SCHOLARSHIPS & PRIZES FUND - DRAFT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

Governors received the report of the Chamberlain regarding the City of London School Bursary Fund incorporating The City of London School Scholarships & Prizes Fund - Draft Annual Report and Financial Statements for the year ended 31 March 2019.

RESOLVED, that the report be noted.

5. CITY OF LONDON SCHOOL EDUCATION TRUST - DRAFT 2018/19 ANNUAL REPORT AND FINANCIAL STATEMENTS

Governors received a report of the Chamberlain regarding the City of London School Education Trust - Draft 2018/19 Annual Report and Financial Statements.

RESOLVED, that the report be noted.

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

There were no questions.

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

There was no other business.

16. **EXCLUSION OF THE PUBLIC**

RESOLVED, that under section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

8. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 24 May 2019, be approved as accurate record.

9. **OUTSTANDING ACTIONS**

Governors considered a report of the Town Clerk regarding non-public outstanding actions.

10. **BURSAR'S REPORT**

Governors considered a report of the Bursar regarding financial and operational matters.

11. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND**

Governors considered a report of the Chamberlain, the Head and the City Surveyor regarding the School's Repairs, Maintenance and Improvements Fund.

12. **FINANCIAL INFORMATION DASHBOARD**

Governors received a report of the Chamberlain and the Bursar regarding the School's Financial Information Dashboard.

13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

15. **CONFIDENTIAL MINUTES**

RESOLVED, that the confidential minutes of the meeting held on 25 February 2019, be approved as accurate record.

The meeting closed at 10.58

Chairman

Contact Officer: Polly Dunn
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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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of the Local Government Act 1972.

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