

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Friday, 1 February 2013

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at City of London School for Girls - St Giles Terrace, Barbican, EC2Y 8BB on Friday, 1 February 2013 at 11.00 am

Present

Members:

| | |
|---|---------------------------|
| Sylvia Moys (Acting Chairman) | Revd Dr Martin Dudley |
| Deputy Richard Regan (Acting Deputy Chairman) | Tom Hoffman |
| Deputy John Bennett | Mary Robey |
| Ray Catt | Virginia Rounding |
| Dennis Cotgrove | Richard Sermon |
| Deputy Stella Currie | Deputy Sir Michael Snyder |
| Martin Day | |

Officers:

| | |
|-----------------|---|
| Gemma Stokley | - Town Clerk's Department |
| Daniel Hooper | - Town Clerk's Department |
| Steven Reynolds | - Chamberlain's Department |
| Libby Grant | - Head of Strategic HR Services |
| Diana Vernon | - Headmistress, City of London School for Girls |
| Andrew Douglas | - Deputy Head, City of London School for Girls |
| Ned Yorke | - Bursar, City of London School for Girls |

The Chairman welcomed Mr Martin Day to his first Board meeting since being appointed at the Court of Common Council in January.

1. APOLOGIES

Apologies for absence were received from Professor John Betteridge (co-opted), Dr. Stephanie Ellington (co-opted), Caroline Garnham (co-opted), Clare James and Henrika Priest.

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

There were no declarations.

3. MINUTES

The public minutes and summary of the meeting held on 16 November 2012 were approved and agreed as a correct record.

MATTERS ARISING

Criminal Record Bureau Checks for Members (page 2) – The Chairman reported that Corporate HR had carried out further checks subsequent to this Board’s last meeting and had now confirmed that enhanced checks with the Department for Education would still be required for Chairmen.

4. **TERMS OF REFERENCE**

The Board took the opportunity to review their terms of reference prior to their submission to the Court of Common Council at its meeting in April 2013.

RESOLVED – That, the Board approve their existing Terms of Reference for submission to the Court of Common Council in April 2013.

5. **POST-IMPLEMENTATION REVIEW OF THE GOVERNANCE ARRANGEMENTS**

The Board received an Order of the Court of Common Council of 6 December 2012, concerning the Post-implementation review of the Governance Arrangements, particularly those matters which were of direct relevance to them.

The Board noted that it had been decided that no action was to be taken to limit the number of Governors who can serve on each Board. The Town Clerk reported that the acting Chairman of this Board, Mrs Moys, was now the first Governor to be appointed on to more than one City School Board following her successful election to the Board of Governors of the City of London School at last month’s Court of Common Council meeting.

A Governor expressed concern that no compromise had been reached on this matter in terms of limiting the number of Governors who might be able to serve on more than one City School Board at any given time. He stated that his main concern was that this move was now ‘paving the way’ for the re-introduction of just one Board of Governors to oversee the work of all three City Schools. Another Governor reminded the Board that this matter had been fully discussed by the Policy and Resources Committee and that all Common Councilmen had also been given the opportunity to comment on this further at an informal meeting ahead of the reports formal submission to the Court of Common Council. He stated that at no point had he heard any suggestions regarding the re-introduction of just one Board to oversee the three City Schools.

RECEIVED.

6. **RE-APPOINTMENT OF CO-OPTED GOVERNORS**

The Board considered a report of the Town Clerk asking Governors to consider the re-appointment of Caroline Garnham and Richard Sermon as co-opted Governors of the Board for further three year terms.

Mr Sermon stated that his attendance had been adversely affected during his Shrieval year but that he hoped to continue to serve as a co-opted Governor for a further term.

**** MR SERMON WITHDREW FROM THE MEETING WHILST THIS ITEM WAS CONSIDERED ****

The Town Clerk reported that, since the time of writing this report, Ms Garnham had indicated that she would not now be standing for re-appointment and would therefore be stepping down from the Board.

A Governor referred the Board to agenda Item 4 which also detailed their current constitution. He referred specifically to the wording on co-opted, non-corporation Governors which stated that these individuals should have 'relevant experience of education'. On this basis, he suggested that Mr Sermon's co-opted membership be extended by a few meetings only in order to allow the Board's new Chairman and Deputy Chairman to review this matter in totality.

Another Governor stated that, whilst he was broadly in agreement with this point, he felt that Mr Sermon was a good candidate who was well connected and had the City at heart. He stated that he therefore felt that he should be appointed for another full term with a full review of all co-opted Governors carried out in due course.

The Chairman referred to Mr Sermon's work with 'London Youth' and stated that this was of particular relevance to the School in terms of outreach. She went on to report that Mr Sermon had also played an important role at the School Leavers Service during his year as Sheriff.

The Deputy Chairman stated that he felt that the Board could also use other skills besides academic expertise to complement the skills set of the City Corporation Governors.

A Governor suggested that, in future, it might be helpful for those seeking re-appointment to submit a piece detailing what they had done and how they had contributed to the Board/School life over the past three years.

Governors suggested that the constitution should therefore be amended to state that the School would look to appoint co-opted Governors with 'experience relevant to the Board'.

Governors were of the view that those who were putting themselves forward to assist with the governance of the School should be encouraged and that the Board should be grateful for their contributions. It was suggested that the Chairman and Deputy Chairman should be expected to deal with any co-opted Governor who was perceived not to be contributing adequately.

RESOLVED – That:

- The wording of the Board's constitution be amended to state that '...co-opted, non-City of London Corporation Governors with experience relevant to the Board'.

- Governors approve the re-appointment of Richard Sermon onto the Board for a further term of three years and that a full review of co-opted Governors be carried out in due course.

**** MR SERMON RE-JOINED THE MEETING AT THIS POINT ****

7. REPORT OF THE HEADMISTRESS

The Board received a report of the Headmistress relative to various School matters including Forthcoming Events, Educational Visits, Health and Safety and Lettings.

Lettings

Governors congratulated the School on recent lettings. The Bursar commented that the School's Premises Manager had done a lot of work around increasing lettings and, consequently, income.

Clean City Awards Scheme

The Headmistress reported that the School's Premises Manager had also been instrumental in the School being awarded a gold award in the Clean City Awards Scheme for the fourth consecutive year.

RECEIVED.

8. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD

There were no questions.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no additional, urgent items of business for consideration.

10. EXCLUSION OF THE PUBLIC

RESOLVED – That, under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items 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.

| <u>Item No.</u> | <u>Exemption Paragraph(s)</u> |
|-----------------|-------------------------------|
| 11 | 3 |
| 12 | 3 |
| 13 | 1 & 3 |
| 14 | 2 |
| 15 | 2, 3 & 4 |
| 16 | 2, 3 & 4 |
| 17 | - |
| 18 | - |

11. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 16 November 2012 were approved and agreed as a correct record.

12. CITY OF LONDON SCHOOL FOR GIRLS BURSARY FUND & CITY OF LONDON SCHOOL FOR GIRLS SCHOLARSHIPS AND PRIZES FUND

The Board received a report of the Comptroller and City Solicitor summarising the advice of the Charity Commission regarding awards to persons connected with members of the Board of Governors of the relevant School and made from the City of London's independent Schools' Bursary Fund charities and, in relation to the City of London School for Girls, their Scholarships and Prizes Fund charities.

13. REPORT OF THE HEADMISTRESS

The Board considered and approved a report of the Headmistress relative to various School issues including Admissions, Staffing Matters and a Sabbatical Leave Application.

14. PRESENTATION FROM THE DEPUTY HEAD, MR. ANDREW DOUGLAS - PASTORAL TRENDS AND CONCERNS INCLUDING CHILD PROTECTION MATTERS

The Deputy Head gave a presentation covering the 'Headlines' of Child Protection Arrangements at the School.

15. REORGANISATION OF ENGLISH AND DRAMA - CITY OF LONDON SCHOOL FOR GIRLS

The Board considered and approved a report of the Headmistress relative to the proposed reorganisation of the School's English and Drama departments.

16. 2013 TEACHING STAFF PAY CLAIM

The Board considered a report of the Director of Human Resources relative to this year's Pay Claim for Teaching Staff.

17. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD

There were no questions raised in the non-public session.

18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chairman raised issues relating to a recent School leaver, a current pupil and the resignation of a Board member.

The meeting ended at 1.00 pm

Chairman

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