

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Thursday, 6 February 2014

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at City of London Girl's School - ST GILES TERRACE, BARBICAN, EC2Y 8BB on Thursday, 6 February 2014 at 11.30 am

Present

Members:

| | |
|---|------------------------------|
| Sir Michael Snyder (Chairman) | Tom Hoffman |
| Clare James (Deputy Chairman) | Alderman Vincent Keaveny |
| Professor John Betteridge (External Member) | Sylvia Moys |
| Nigel Challis | Mary Robey (External Member) |
| Revd Dr Martin Dudley | Virginia Rounding |
| Alderman David Graves | |

Officers:

| | |
|-----------------|--|
| Gemma Stokley | - Town Clerk's Department |
| Steven Reynolds | - Chamberlain's Department |
| Mark Lowman | - City Surveyor's Department |
| Carol Bell | - City Surveyor's Department |
| Diana Vernon | - Headmistress, City of London School for Girls |
| Ena Harrop | - Director of Studies, City of London School for Girls |
| Ned Yorke | - Bursar, City of London School for Girls. |

Chairman's announcements

The Chairman opened the meeting by paying tribute to former School Governor Stella Currie who had served on this Board for a total of 26 years. The Board stood in memory of Stella Currie.

The Chairman went on to refer to the Bursar who had recently indicated his intention to retire this Summer. Governors were informed that the Bursar had been in post for 16 years and the Chairman, on behalf of the Board, thanked him for all of his hard work during this time.

The Board were informed that Dr. Stephanie Ellington had now reached the end of her current three year term as a co-opted Governor. Dr. Ellington had indicated that it was her wish to re-stand for a further term and this appointment would be considered at the next Board meeting.

Finally, the Chairman welcomed the Chief Commoner, George Gillon, as an observer.

1. **APOLOGIES**

Apologies for absence were received from Deputy Billy Dove, Stuart Fraser (ex-officio), Henrika Priest and Richard Sermon (co-opted).

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 14 November 2013 were considered and approved as a correct record.

4. **SCHEME OF DELEGATIONS**

The Board considered a report of the Town Clerk regarding those elements of the City Corporation's Scheme of Delegations and Standing Orders for which they have responsibility.

The Town Clerk highlighted that the overall Scheme of Delegations had now been approved by the Policy and Resources Committee.

The Chairman stated that he felt that matters delegated to the Head Teacher should give consideration not only to existing approved budgets but also to future budgets. He requested that the wording be amended throughout in order to reflect this. He suggested that the Boards of the two other Independent City Schools might also want to consider this amendment. The Board delegated authority to the Chairman and Headmistress to finalise the wording.

The Board were also of the view that paragraph (c) should be expanded to include not only the Director of Studies but also 'other members of the Senior Management Team' with final selection in consultation with the Chairman and Deputy Chairman of the Board of Governors 'or their appointed representatives'.

Finally, the Board suggested that paragraph (d) be expanded to also include reference to pastoral appointments and Heads of Section.

The Headmistress stated that she had been closely involved with the production of those aspects of the Scheme of direct relevance to the School.

RESOLVED – That:

1. the delegations relating to the Headmistress of the City of London School for Girls as set out in the appendix be amended as suggested before being submitted to the Court of Common Council for final approval in May 2014; and
2. Governors note the proposed amendment to Standing Orders relating to the declaration of operational property assets which are surplus to requirements.

5. **REPORT OF THE HEADMISTRESS**

The Board received a report of the Headmistress of the City of London School for Girls relative to various School issues including Forthcoming Events and Educational Visits, Health & Safety, Lettings and Building Projects.

Building Projects (Gymnasium)

The Headmistress reported that a consultation meeting had recently taken place at the end of January 2014.

The Board was informed that two objections to the planning application had been received to date on the basis of noise transmission. Governors were informed that the City Surveyor was now working to address these points.

The Chairman highlighted that, as there was no proposal to extend the current gymnasium building, there should not be any notable rise in the current level of noise emitted.

In response to questions, the City Surveyor reported that the new gymnasium would be mechanically ventilated and that the City's Planning and Transportation Committee would attach certain conditions to this with regards to noise emissions.

RECEIVED.

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

There were no questions.

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

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

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.

| <u>Item No</u> | <u>Exemption Paragraph(s)</u> |
|-----------------------|--------------------------------------|
| 9 | 3 |
| 10 | 2 & 4 |
| 11 | 4 |
| 12 | 3 |
| 13 | 1 |
| 14 | - |
| 15 | - |

9. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 14 November 2013 were considered and approved as a correct record.

10. **PRESENTATION FROM HEAD OF CAREERS**
The Head of Careers, was heard with regard to areas such as university preparation and work experience.
11. **PRESENTATION FROM THE PREMISES MANAGER**
The Premises Manager gave a presentation entitled “Premises Team – An Overview”.
12. **CITY OF LONDON SCHOOL FOR GIRLS ACCOMMODATION PROJECT - ADDITIONAL CONSTRUCTION COSTS: REQUEST FOR APPROVAL**
The Board considered and approved a report of the City Surveyor regarding additional construction costs associated with the School’s Accommodation Project.
13. **NON-PUBLIC REPORT OF THE HEADMISTRESS**
The Board received a non-public report of the Headmistress reviewing the progress that the School has made over the past seven years and giving consideration to some areas for future focus.
14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions in the non-public session.
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
The Board considered two papers (tabled) regarding proposed staff restructures and also considered a request for Sabbatical Leave. The Chairman also paid tribute to the Headmistress given that this was to be her last Board meeting in post.

The meeting ended at 1.10 pm

Chairman

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