

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL
Monday, 1 December 2014

Minutes of the meeting of the Board of Governors of the City of London School held at City of London School, Queen Victoria Street, EC4V 3AL on Monday, 1 December 2014 at 2.00 pm

Present

Members:

Deputy Dr Giles Shilson (Chairman)	Ronel Lehmann (External Member)
Ian Seaton (Deputy Chairman)	Edward Lord
Deputy Billy Dove	Christopher Martin (External Member)
Sophie Fernandes	Sylvia Moys
Marianne Fredericks	Deputy Joyce Nash
Alderman David Graves	Dame Mary Richardson (External Member)
Deputy the Revd Stephen Haines	Deputy James Thomson

Officers:

Jacqui Daniels	Town Clerk's Department
Sarah Fletcher	Head, City of London School
Phillip Everett	City of London School
Charles Fillingham	City of London School
Andrew Little	Chamberlain's Department
Sarah Port	Chamberlain's Department
Paul Nagle	Chamberlain's Department

1. APOLOGIES

Apologies were received from Lord Levene of Portsoken and Professor Whitehouse.

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

The Deputy Chairman declared that he was on the Education Board.

3. MINUTES

The minutes of the previous meeting, held on the 6 October 2014, were agreed as an accurate record, subject to the correction of a number of grammatical and spelling errors.

Matters Arising

School Partnership – Stepney Green College (page 1) The Head advised that, as the partnership arrangements were ceasing shortly, she considered that it was no longer necessary for the Governors to visit Stepney Green College.

Head's Report – Mandarin Chinese (page 2) In answer to a Member's question the Head confirmed that a company called Dragons in Europe

currently provided lessons in Mandarin Chinese and she understood that they taught actively used vocabulary.

First Aid Training (page 4) The Head confirmed that she was investigating ways of providing alternative methods of ensuring that all pupils would leave the School adequately trained.

4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**

A report of the Town Clerk was considered which requested that Governors review the Board's Terms of Reference and the frequency of its meetings.

RESOLVED – That, subject to the word 'Headmistress' in paragraph 4(c) being amended to the word 'Head', the terms of reference of the Board of Governors of the City of London School be approved for submission to the Court of Common Council in April 2015 and that the current frequency of Board meetings be confirmed.

5. **HEAD'S REPORT**

The Board received a report of the Head of the City of London School which updated Governors on School matters.

The Head advised the Governors of the work undertaken by the Head of Staff Development with Newly Qualified Teachers (NQTs) and expressed her and the Board's appreciation of his efforts. She advised that 167 applications had been received for 10+ places, 666 applications for 11+ places and 337 applications had been received for 13+ places; 10 + and 11+ to commence in September 2015 and 13+ to commence in September 2017. She added that within those figures, there had been 180 applications for the 5 Bursary places available at 11+. In answer to a Member's question, she stated that the new shelter in the Upper Playground was intended to protect staff from balls.

6. **RISK MANAGEMENT STRATEGY**

The Board received a report of the Chamberlain on the Risk Management Strategy, advising that a risk review of the School was scheduled to take place at a meeting to be held on 2 June 2015.

During the course of discussion, the following points were raised:-

- consideration should be given to adding a reference to the need to ensure that no student was radicalised;
- the Director of Finance at the School, who had less involvement with exams, would be dealing with the risk review therefore the timing of the review close to exam time, would have little impact;
- the 4x4 risk scoring and the introduction of a target risk score was welcomed as they were likely to make the information more accurate; and
- concern was expressed at the amount of paper used over recent months on this matter as the document was large and had been circulated to a number of Committees.

RESOLVED – That the new Risk Management Strategy and the plans for the phased roll-out of the Strategy within departments and City of London institutions, be noted.

**7. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD
School Productions**

A Governor enquired whether her fellow Governors had had the opportunity to attend any of the School's recent productions and also those which had been undertaken in association with the Girls' School. She praised the staff and boys on the excellent productions and encouraged Members to attend such events in future.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
There were no urgent items.

9. 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 the Schedule 12A of the Local Government Act 1972.

Item No.	Exempt Paragraphs
10 & 11	3
12	1 and 3
13	1, 3 and 4

10. NON-PUBLIC MINUTES

The minutes of the meeting held on the 6 October 2014 were approved as an accurate record, subject to the correction of a number of spelling and grammatical corrections.

11. REPORT OF THE HEAD OF THE CITY OF LONDON SCHOOL

The Board received a report of the Head which provided an update to Governors on summer works, a response to a recent consultation exercise and the Safeguarding Code of Conduct.

12. PROPOSED 2015/16 REVENUE BUDGET REPORT

The Board considered and approved a joint report of the Chamberlain and the Head which presented the proposed 2015/16 revenue budget for review.

13. REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND

The Board considered and approved a joint report of the Chamberlain, the Head and the City Surveyor concerning the projected cost of works to be met from the Repairs, Maintenance Improvements and Major Works Fund over the next 21 years.

14. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD

In answer to a Member's question a discussion was held on the possible impact of developments proposals near to the School.

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

There were no non-public urgent items.

The meeting ended at 3.10 pm

Chairman

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