

# **BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**

**Wednesday, 24 February 2016**

**Minutes of the meeting of the Board of Governors of the City of London School held at the City of London School, EC4 at 11.00 am**

## **Present**

### **Members:**

Ian Seaton (Chairman)	Edward Lord
Deputy Dr Giles Shilson (Deputy Chairman)	Christopher Martin (Co-Opted Member)
Keith Bottomley	Sylvia Moys
Deputy Billy Dove (Chief Commoner)	Deputy Joyce Nash
Deputy the Revd Stephen Haines	Dame Mary Richardson (Co-Opted Member)
Ronel Lehmann (Co-Opted Member)	Deputy James Thomson
Lord Levene of Portsoken (Co-Opted Member)	Prof. James Whitehouse (Co-Opted Member)

### **Officers:**

David Arnold	- Town Clerk's Department
Steven Reynolds	- Chamberlain's Department
Sarah Fletcher	- Head, City of London School
Dr Richard Brookes	- City of London School
Michael Clarkson	- City of London School
Coco Stephenson	- City of London School

## **1. APOLOGIES**

Apologies for absence were received from Marianne Fredericks and Alderman David Graves.

### **Chairman's Welcome**

The Chairman welcomed Keith Bottomley to his first meeting as Governor and expressed the Board's thanks to Sophie Ann Fernandes, who had recently resigned from the Board of Governors.

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

There were none.

## **3. MINUTES**

**RESOLVED** – That the public minutes and summary of the meeting held on 2 December 2015 be approved.

#### 4. **GOVERNANCE SELF-REVIEW**

The Board considered a report of the Town Clerk regarding possible changes to the constitution and governance structure of the Board, following a recent self-review of governance. The report set out some options to increase the constitution of the Board Governors, as suggested at the previous Board meeting, which Governors were advised would require subsequent consideration by the Policy and Resources Committee and Court of Common Council. The Town Clerk's report suggested that if Governors were minded to make any change to the constitution, then consideration should be given to option c as it would increase levels of relevant expertise, return to consistency with the current constitutions of the Boards of Governors of the City of London Freeman's School and School for Girls, and maintained the appropriate balance between City Corporation and Co-Opted Governors (increasing the number of Governors in that category from 5 to 6).

The Board considered a proposal by a Governor (which he tabled at the meeting) to increase the constitution of the Board to 20 Governors: by amending the Membership from one to two Aldermen and five to eight Co-Opted Governors whilst ceasing the Ex-Officio status of the Chairmen of the Boards of Governors of the City of London Freeman's School and School for Girls. The Governor's proposals also included the addition of Finance and Estates and Academic and Education Sub-Committees to meet termly as well as Governance and Senior Appointments and Marketing and Development Sub-Committees to meet as and when required. The Head supported the proposals tabled by the Governor.

The Town Clerk added that a change to the quorum would be required to ensure there would not be a majority of external Co-Opted Governors at any one meeting, if the Board were minded to support the Governor's proposals. The Deputy Chairman suggested that the quorum could reflect a minimum of five Common Councilmen or no less than the number of Co-Opted Members at any one meeting.

Some Governors noted their concerns at the addition of a second Alderman and the termination of the Ex-Officio status of the Chairmen of the Boards of Governors of the City of London Freeman's School and School for Girls. It was agreed that the current number of Aldermen, Common Councilmen and Ex-Officio status of the Chairmen of the Boards of Governors of the City of London Freeman's School and School for Girls would be maintained.

Governors noted that a skills audit would be carried out to establish the appropriate membership of the various sub-committees, the terms of reference for which would be considered at a future Board meeting.

#### **RESOLVED** – That:-

- a) the number of Co-Opted Governors in the Board's constitution and Terms of Reference be increased from five to eight, for subsequent submission the Policy and Resources Committee and the Court of Common Council; and

- b) the establishment of four Sub-Committees for Finance and Estates, Academic and Education, Governance and Senior Appointments and Marketing and Development, be approved.

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

There were none.

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

There was none.

7. **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 1 of Schedule 12 A of the Local Government Act.

8. **NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 2 December 2015 be approved.

9. **HEAD'S REPORT**

The Board considered a report of the Head that provided an update regarding the management and operational activities of the School since the last meeting.

10. **GATEWAY 3/4 OPTIONS APPRAISAL - SUMMER WORKS**

The Board considered a joint report of the City Surveyor and the Head that sought approval to the Summer Works Programme to be carried out at the City of London School during August 2016.

11. **REVIEW OF BURSARY GUIDELINES**

The Board considered a joint report of the Chamberlain, the Head of the City of London School, the Headmistress of the City of London School for Girls, and the Headmaster of the City of London Freemen's School regarding the operation of the Bursary guidelines.

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

There were none.

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

The Board considered one item of urgent business.

14. **HEAD'S REPORT APPENDIX 4A - KEY RISKS FACED BY THE CITY OF LONDON SCHOOL**

The Board considered a report of the Head that provided Governors with details of the key risks faced by the School and the controls that were being put in place to mitigate their impact.

**The meeting closed at 1.10 pm**

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Chairman

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