



## Board of Governors of the City of London School for Girls

**Date:** WEDNESDAY, 27 JANUARY 2016

**Time:** 11.00 am

**Venue:** COMMITTEE ROOM, WEST WING GUILDHALL

**Members:**

Sir Michael Snyder (Chairman)	Alderman John Garbutt
Clare James (Deputy Chairman)	Christopher Hayward
Randall Anderson	Tom Hoffman
Professor Anna Sapir Abulafia (External Member)	Ann Holmes
Nicholas Bensted-Smith	Sylvia Moys
Professor John Betteridge, (co-opted) (External Member)	Elizabeth Phillips, (co-opted) (External Member)
Nigel Challis	Deputy Richard Regan
Dennis Cotgrove	Mary Robey, (co-opted) (External Member)
Emma Edhem	Alderman William Russell
Dr. Stephanie Ellington, (co-opted) (External Member)	Ian Seaton (Ex-Officio Member)
Stuart Fraser (Ex-Officio Member)	Richard Sermon, (co-opted) (External Member)

**Enquiries:** Gemma Stokley  
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Lunch will be served in Guildhall Club at 1pm  
**NB: Part of this meeting could be the subject of audio or video recording**

John Barradell  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 4 December 2015.

**For Decision**  
(Pages 1 - 4)

4. **PRESENTATION ON GUATEMALA, FUTURE CONTACTS AND INTERNATIONAL PERSPECTIVES**

**For Information**

5. **PRESENTATION ON RESEARCHER IN RESIDENCE PROGRESS**

**For Information**

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

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

8. **EXCLUSION OF THE PUBLIC**

**MOTION** - 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.

**For Decision**

## Part 2 - Non-Public Agenda

9. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 4 December 2015.

**For Decision**  
(Pages 5 - 14)

10. **REVIEW OF BURSARY GUIDELINES**

Joint report of the Chamberlain, the Headmistress (CLSG), the Head (CLS) and the Headmaster (CLFS).

**For Decision**  
(Pages 15 - 30)

11. **REPORT OF THE HEADMISTRESS**

Report of the Headmistress of the City of London School for Girls.

**For Decision**  
(Pages 31 - 74)

12. **SAFEGUARDING AND THE GODDARD INQUIRY**

Report of the Headmistress of the City of London School.

**For Decision**  
(Pages 75 - 78)

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

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

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## BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS Friday, 4 December 2015

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at Committee Room - 2nd Floor West Wing, Guildhall on Friday, 4 December 2015 at 11.00 am

### Present

#### Members:

Sir Michael Snyder (Chairman)	Christopher Hayward
Clare James (Deputy Chairman)	Ann Holmes
Randall Anderson	Sylvia Moys
Professor Anna Sapir Abulafia (External Member)	Mary Robey (External Member)
Nicholas Bensted-Smith	Ian Seaton (Ex-Officio Member)
Nigel Challis	Richard Sermon (External Member)
Emma Edhem	

#### Officers:

Sarah Port	- Chamberlain's Department
Ena Harrop	- Headmistress, City of London School for Girls
Alan Bubbear	- City of London School for Girls
Richard Jeffrey	- Comptroller & City Solicitor's Department
Huw Rhys Lewis	- City Surveyor's Department
Jane Rogers	- Head of Prep, City of London School for Girls
Claire Tao	- City of London School for Girls

The Chairman welcomed Professor Abulafia to her first meeting of the Board following her appointment as a co-opted Governor.

#### 1. APOLOGIES

Apologies for absence were received from Professor John Betteridge (co-opted Member), Tom Hoffman, Deputy Richard Regan, Elizabeth Phillips (co-opted Member) and Alderman William Russell.

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

There were no declarations of interest.

#### 3. MINUTES

The public minutes and summary of the meeting held on 22 October 2015 were considered and approved as a correct record.

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

The Board considered a report of the Town Clerk regarding their terms of reference and frequency of meetings.

**RESOLVED** – That, the Board approve their Terms of Reference for submission to the Court of Common Council and their frequency of meetings.

5. **REPORT OF ACTION TAKEN**

The Board received a report of the Town Clerk advising Governors of action taken under delegated authority by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Board, in accordance with Standing Order No. 41(b).

In response to a question, the Bursar reported that it was hoped that the new Steinway grand piano would be delivered to the School by July 2016, before the end of this academic year.

**RESOLVED** – That the action taken since the last meeting of the Board be noted.

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 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.

<b>Item No.</b>	<b>Paragraphs in Schedule 12A</b>
9-10	1, 2 & 3
11	1 & 3
12	1,3 & 4
13	2 & 3
14	1 & 5
15	3

9. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 22 October 2015 were considered and approved as a correct record.

10. **PRESENTATION**

The Board received a presentation from the Head of the Prep School.

11. **PROPOSED 2016/17 REVENUE BUDGET**

The Board considered and approved a joint report of the Chamberlain and the Headmistress of the City of London School for Girls presenting the proposed 2016/17 revenue budget and recommending its subsequent submission to the Finance Committee.

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

The Board considered and approved a joint report of the Chamberlain, the Headmistress of the City of London School for Girls and the City Surveyor providing Governors with an updated projection of the cost of works to be met from the repairs, Maintenance and Improvements Fund over the next 21 years.

13. **REPORT OF THE HEADMISTRESS**

The Board considered and approved a report of the Headmistress of the City of London School for Girls concerning School Trips Administration.

14. **UPDATED CONTRACT WITH PARENTS AND ASSOCIATED DOCUMENTS**

The Board considered and approved a report of the Headmistress of the City of London School for Girls regarding an updated Contract with Parents and associated documents.

15. **SCHOOL REFURBISHMENT PROGRAMME**

The Board considered and approved a report of the Headmistress of the City of London School for Girls providing an update from the Project Management team co-ordinating the School Refurbishment Programme.

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

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

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

There were no items of urgent business.

**The meeting ended at 1.05 pm**

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Chairman

**Contact Officer: Gemma Stokley**  
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By virtue of paragraph(s) 1, 2, 3, 4, 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

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