

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC AND DRAMA

Monday, 19 February 2018

Minutes of the meeting of the Board of Governors of the Guildhall School of Music and Drama held at Committee Room - 2nd Floor West Wing, Guildhall on Monday, 19 February 2018 at 1.45 pm

Present

Members:

Deputy John Bennett (Chairman)
Sir Andrew Burns
Deputy Michael Cassidy
John Chapman
Christina Coker O.B.E.
Professor Geoffrey Crossick
Stuart Fraser
Marianne Fredericks

Alderman David Graves
Jo Hensel
Michael Hoffman
Jeremy Mayhew
Graham Packham
Alderman William Russell
Jeremy Simons
Lynne Williams

In Attendance

Nicy Roberts

Officers:

Michael Bradley	-	City Surveyor's Department
Niki Cornwell	-	Chamberlain's Department
Sandeep Dwesar	-	Guildhall School of Music and Drama
Beth Forge	-	Chamberlain's Department
Sean Gregory	-	Barbican Centre
Katharine Lewis	-	Guildhall School of Music and Drama
Alison Mears	-	Guildhall School of Music and Drama
Martin Newton	-	Town Clerk's Department
Jonathon Poyner	-	Barbican Centre
Jonathan Vaughan	-	Guildhall School of Music & Drama

1. APOLOGIES

Apologies for absence were received from the Deputy Chairman, Gareth Higgins, Shreela Ghosh and Felicity Chilton.

2. CHAIRMAN'S ANNOUNCEMENT

The Chairman informed the Board that this would be his last meeting in the role, that Alderman David Graves and Jeremy Simons would be standing down from the Board in April 2018 having completed their maximum terms of office, and that Jo Hensel had also informed him of her intention to stand down. On behalf of the Board, the Chairman thanked Alderman David Graves, Jeremy Simons and Jo Hensel for their past work and contribution at meetings.

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

There were no declarations of interest.

4. **PUBLIC MINUTES**

RESOLVED – That the public minutes of the meeting held on 20 November 2017 be approved as a correct record.

5. *** PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**

The public minutes of the Finance & Resources Committee held on 8 January 2018 were received.

RECEIVED.

6. *** PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**

The public minutes of the Audit & Risk Management Committee held on 31 January 2018 were received.

RECEIVED.

7. *** TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**

Governors considered the Town Clerk's report on terms of reference and frequency of meetings. The following was raised:-

- It was noted that a further meeting of the Remuneration Committee may be required during 2017/18.
- The Board agreed with a Governor's suggestion that the Governance and Effectiveness Committee further consider the terms of reference and any future changes, particularly arising from requirements of the new Office for Students and articles of governance.

RESOLVED – That

- a) approval be given to the terms of reference of the Board for submission to the Court as set out in the appendix, with further consideration to be given by the Governance and Effectiveness Committee to any future changes, particularly arising from requirements of the new Office for Students; and
- b) the frequency of meetings going forward be noted.

8. **OUTSTANDING ISSUES**

Governors considered the report of the Town Clerk on outstanding actions and it was noted that Privy Council approval was in the process of being sought for the change to the Board's quorum.

RECEIVED.

9. **PRINCIPAL'S GENERAL REPORT**

The Principal's general report was considered by the Board and the following matters were raised:-

- The Principal informed Governors that the School had hosted the National Music Therapy Conference the previous weekend, attracting 400 attendees, and would host the Reflective Conservatoires Conference during the week.
- Responding to a question on partnerships, the Principal confirmed the intention to look further than the 'square mile' with link-ups to the London Borough of Islington and the potential for the City Academies to become genuine 'feeders' under discussion.

RECEIVED.

10. **ANNUAL RESEARCH & KNOWLEDGE EXCHANGE REPORT FOR 2016/17**

The Board considered the report of the Principal on the annual research and knowledge exchange report 2016/17.

The following matters were raised:-

- The Chairman thanked the Principal for the paper which he felt showed the impressive breadth of work being undertaken.
- Governors were informed that Daniel Kidane (referred to on page 27 of the agenda pack) is a former CYM student.
- In response to comments from a Governor, the Board were informed that consideration was being given to obtaining further research income. It was noted that, in Research Council terms, the School is relatively small. Further updates would be provided to the Board as the research focus is narrowed down.
- Noted that the Corporation's annual dedicated grant toward research is in the region of £500,000.
- The new Vice Principal, Director of Advancement would be tasked with attracting additional funds for research purposes.
- Governors were told that work is underway to ensure the School's visibility at the Centre for Music with 'named areas'.

RECEIVED.

10.1 **ANNUAL EFFICIENCY RETURN**

With the agreement of the Chairman, the Board considered the late report and further appendices of the Principal on the annual efficiency return.

RESOLVED – That the annual efficiency return be approved.

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

There were no questions on the public section of the agenda.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items of business on the public section of the agenda.

13. 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 remaining items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Local Government Act.

14. NON PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 20 November 2017 be approved as a correct record, subject to a minor amendment.

15. * NON PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE

The non-public minutes of the Finance & Resources Committee held on 8 January 2018 were received.

RECEIVED.

16. * NON PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE

The non-public minutes of the Audit & Risk Management Committee held on 31 January 2018 were received.

RECEIVED.

17. PRINCIPAL'S GENERAL REPORT

The Board considered the Principal's non-public general report.

RECEIVED.

18. * ANNUAL WAIVERS REPORT 2016/17

The Board considered the report of the Chamberlain on annual waivers 2016/17.

RECEIVED.

19. ACCESS MONITORING RETURN 2016/17

The Board considered the report of the Principal on the access monitoring return 2016/17.

RECEIVED.

20. **STUDENT PROTECTION PLAN**

The Board considered the report of the Principal on the student protection plan.

RESOLVED – That the recommendations set out in the report be approved.

21. **SCHOOL RISK REGISTER**

The Board considered the report of the Principal on the School risk register.

RECEIVED.

22. *** ANNUAL TRANSPARENT APPROACH TO COSTING (TRAC) RETURN 2016/17**

The Board considered the report of the Principal on the annual transparent approach to costing (TRAC) return 2016/17.

RECEIVED.

23. *** FINANCE REVIEW**

The Board considered the report of the Principal on the finance review.

RECEIVED.

24. **HONORARY MEMBERSHIP**

The Board considered and approved a course of action on the report of the Principal on Honorary Membership of the School.

RESOLVED

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

The Board considered one non-public matter relating to its work.

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

There were no non-public urgent matters.

27. **CONFIDENTIAL MINUTES**

RESOLVED – That the confidential minutes of the meeting held on 20 November 2017 be approved as a correct record.

28. **BARBICAN CENTRE AND GUILDHALL SCHOOL OF MUSIC AND DRAMA - IT RESTRUCTURE**

The Board considered a report of the Head of Finance and Business Administration on IT restructure.

RESOLVED – That the recommendations set out in the report be approved.

The meeting ended at 3.45 pm

Presentation on Centre for Music

At the conclusion of the meeting, the Board received a presentation on the Centre for Music from Simon Johnstone and Ben Gilmartin.

Chairman

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