

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Monday, 26 February 2018

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at Guildhall on Monday, 26 February 2018 at 11.30 am

Present

Members:

Deputy Clare James (Chairman)	Ann Holmes
Nicholas Bensted-Smith (Deputy Chairman)	Deputy Robert Merrett
Rehana Ameer	Sylvia Moys
Randall Anderson	Elizabeth Phillips (External Member)
Emma Edhem	Deputy Richard Regan
Dr. Stephanie Ellington (External Member)	Mary Robey (External Member)
Gawaly (External Member)	Alderman William Russell
Alderman David Graves	Sir Michael Snyder

Officers:

Steven Reynolds	- Chamberlain's Department
Ena Harrop	- Headmistress, City of London School for Girls
Alan Bubbear	- City of London School for Girls

1. APOLOGIES

Apologies for absence were received from Professor Anna Sapir Abulafia, Deputy Tom Hoffman and Deputy Roger Chatwick.

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

There were no declarations of interest.

3. MINUTES

RESOLVED – That the minutes of the previous meeting are approved as an accurate record subject to amended typographical errors.

4. ANNUAL REVIEW OF TERMS OF REFERENCE

Members considered a report of the Town Clerk.

RESOLVED – That the terms of reference of the Board be approved for submission to both the Policy and Resources Committee and the Court of Common Council and that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman

5. PUBLIC REPORT OF THE HEADMISTRESS

The Board considered the report of the Headmistress which provides a list of upcoming events and educational visits, updated Members on recent Governor visits, provided the minutes from the Health and Safety meeting held on 4 January 2018 and provided an update on recent lettings at the School.

The Headmistress added that the visit of the Chairman and Elizabeth Phillips on 3rd November 2017 should have been included in the report.

RESOLVED – That the Committee note the updates.

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

There were no questions.

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

The Chairman welcomed Soho Galloway and Rehana Ameer to the Board of Governors and expressed her congratulations to Sylvia Moys for her MBE.

The Chairman also expressed her thanks to Mary Robey, who attended her last meeting today. Her time and energy devoted to the School was commended.

The Chairman also expressed her thanks and congratulation to Clare Tao, the Deputy Headmistress of the School, who is taking over as the Headmistress of Merchant Taylors School.

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.

Item No.

Paragraphs in Schedule 12A

9. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 6 December 2017 be approved as an accurate record, subject to the amendment of typographical errors.

10. **NON-PUBLIC REPORT OF THE HEADMISTRESS**

Governors considered the non-public report of the Headmistress which provided information of non-public matters in relation to the School.

10.1 **Appendix 1 - Complaints Policy**

Governors considered the Complaints Policy.

10.2 **Appendix 2 - Exam Policy**

Governors considered the Examinations Policy.

10.3 **Appendix 3 - Proposed International Student Exchange Programme to Lauriston School for Girls, Melbourne, Australia**

Governors considered a proposal to enter an exchange partnership with Lauriston School, Melbourne, Australia.

10.4 **Appendix 4 - CLSG Proposed Trip to Belfast and Derry/Londonderry**

Governors considered a proposed History Trip to Northern Ireland.

10.5 **Appendix 5 - 2-Day Northern Ireland Tour Working Itinerary**

Governors noted the working inteinerary for the proposed 2-Day History Trip to Northern Ireland.

10.6 **Appendix 6 - More Partnership Summary Report**

Governors received a Presentation from More Partnership regarding their report *Establishing a Sustainable Fundraising Programme – City of London School for Girls Summary Report and Recommendations* and considered the associated report.

10.7 **Appendix 7 - Risk Register**

Governors considered the Risk Register.

10.8 **Appendix 8 - Minutes of the Health and Safety Committee Meeting held on 4 January 2018**

Governors considered the minutes of the Health and Safety Committee Meeting held on 4 January 2018.

11. **MATERNITY, ADOPTION AND SHARED PARENTAL PAY**

Governors considered a report of the Director of Human Resources regarding Maternity, Adoption and Shared Parental Pay.

12. **MANAGEMENT INFORMATION DASHBOARD**

Members received a report of the Chamberlain regarding the Management Information Dashboard.

13. **ACTION TAKEN BETWEEN MEETINGS**

Governors considered a report of the Town Clerk regarding action taken since the last meeting of the Board.

RESOLVED – that the report be noted.

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

There were no non-public questions.

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

There was no other business.

The meeting ended at 1.25 pm

Chairman

Contact Officer: Paige Upchurch
paige.upchurch@cityoflondon.gov.uk