



## **Committee of Aldermanic Almoners, Common Council Governors and Donation Governors of Christ's Hospital**

**Date:** FRIDAY, 6 APRIL 2018

**Time:** 11.00 am

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Marianne Fredericks  
Deputy Henry Pollard  
Randall Anderson  
Peter Bennett  
Nicholas Bensted-Smith  
Alderman The Lord Mountevans  
Vivienne Littlechild  
Deputy Edward Lord  
Deputy Catherine McGuinness  
Wendy Mead (Chief Commoner)  
John Scott  
Ian Seaton  
Alderman Sir Alan Yarrow

**Enquiries:** Paige Upchurch  
tel. no. 020 7332 1427  
[paige.upchurch@cityoflondon.gov.uk](mailto:paige.upchurch@cityoflondon.gov.uk)

**Lunch will be served in the Guildhall Club at 12:30pm**

**N.B. Part of this meeting could be subject to audio-visual recording.**

**John Barradell  
Town Clerk and Chief Executive**

## AGENDA

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **ELECTION OF CHAIRMAN**  
To elect a Chairman for the year ensuing.  

**For Decision**
4. **ELECTION OF DEPUTY CHAIRMAN**  
To elect a Deputy Chairman for the year ensuing.  

**For Decision**
5. **MINUTES [21 MARCH 2018] - TO FOLLOW**  
To agree the public minutes and non-public summary of the meeting held on 21 March 2018.  

**For Decision**
6. **MINUTES [13 APRIL 2017]**  
To receive the public minutes and non-public summary of the meeting held on 13 April 2017.  

*N.B. these minutes were approved at your 21 March 2018 meeting and are included to inform the discussion on Safeguarding (Item 12) and the Report of the School (Item 13).*

**For Information**  
(Pages 1 - 4)
7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
9. **EXCLUSION OF THE PUBLIC**  
MOTION - 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.

**For Decision**

### Part 2 - Non-Public Agenda

10. **NON-PUBLIC MINUTES [21 MARCH 2018] - TO FOLLOW**  
To agree the non-public minutes of the meeting held on 21 March 2018.  

**For Decision**

11. **MINUTES [13 APRIL 2017]**

To receive the non-public minutes of the meeting held on 13 April 2017.

*N.B. these minutes were approved at your 21 March 2018 meeting and are included to inform the discussion on Safeguarding (Item 12) and the Report of the School (Item 13).*

**For Information**  
(Pages 5 - 10)

12. **SAFEGUARDING AT CHRIST'S HOSPITAL**

Report of the Partnership Manager of Christ's Hospital.

**For Information**  
(Pages 11 - 12)

13. **CHRIST'S HOSPITAL REPORT FOR THE CITY OF LONDON CORPORATION**

Report of the Partnership Manager for Christ's Hospital.

**For Decision**  
(Pages 13 - 18)

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

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT WHILST THE PUBLIC ARE EXCLUDED**

This page is intentionally left blank

**COMMITTEE OF ALDERMANIC ALMONERS, COMMON COUNCIL GOVERNORS  
AND DONATION GOVERNORS OF CHRIST'S HOSPITAL  
Thursday, 13 April 2017**

**Minutes of the meeting of the Committee of Aldermanic Almoners, Common Council Governors and Donation Governors of Christ's Hospital held at Guildhall, EC2 on Thursday, 13 April 2017 at 11.00 am**

**Present**

**Members:**

Marianne Fredericks (Chairman)  
Deputy Henry Pollard (Deputy Chairman)  
Randall Anderson  
Nicholas Bensted-Smith  
Vivienne Littlechild  
John Scott  
Ian Seaton

**Officers:**

Gemma Stokley - Town Clerk's Department  
Hugo Middlemas - Director of Development, Christ's Hospital

**1. APOLOGIES**

Apologies for absence were received from Deputy Catherine McGuinness, Wendy Mead and Alderman Sir Alan Yarrow.

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

There were no declarations.

**3. ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman for the year ensuing.

The Town Clerk read a list of those eligible to stand and Marianne Fredericks, being the only Member indicating her willingness to serve, was duly elected as Chairman for the ensuing year. The Chairman thanked the Committee for their continued support.

**4. ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman for the year ensuing.

The Town Clerk read a list of those eligible to stand and Deputy Henry Pollard, being the only Member indicating his willingness to serve, was duly elected as Deputy Chairman for the ensuing year. Deputy Pollard stated that he would be looking to hand the Deputy Chairmanship over to a new candidate in 2018.

5. **MINUTES**

The public minutes of the meeting held on 20 March 2017 were considered and approved as a correct record.

**MATTERS ARISING**

**Vacancies on the Committee (page 2)** – The Chairman reported that there were currently seven vacancies on this Committee which would now be advertised at the May Court of Common Council meeting. The Chairman went on to propose that it would also be timely to consider another trip to the School this Summer with an invitation issued to the full Court to attend and better Members' understanding of the work and history of Christ's Hospital. It was suggested that train travel should be organised for all Members wanting to attend on this occasion.

A Member suggested that any newly appointed Members of this Committee should also be invited to the School separately for a short induction. He questioned whether the forthcoming Speech Day might be an appropriate time for this. The School's Director of Development reported that this year's Speech Day was due to take place on 27<sup>th</sup> May and undertook to look into the possibility of inviting any new Members of the Committee along to this at relatively short notice.

The Chairman, on behalf of the Committee, also wished to publicly record her thanks to Deputy John Barker, Dennis Cotgrove, Lucy Frew and Ann Pembroke all of whom had not returned to the Committee. She went on to state that Dennis Cotgrove, in particular, had had a huge involvement with the School having served as both a Donation Governor and as a past Chairman of this Committee.

6. **APPOINTMENT OF DONATION GOVERNORS**

**RESOLVED** – That, Donation Governors be appointed as follows:

a) Wendy Mead in the room of Sophie Fernandes/Dennis Cotgrove for an existing presentee at Christ's Hospital (2013-2020);

b) Deputy Henry Pollard in the room of Lucy Frew for an existing presentee at Christ's Hospital (2015-2022); and

c) Randall Anderson for the City's 2017 presentee at Christ's Hospital (2017-2024).

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

**Contact with Presentees**

A Donation Governor questioned the most effective and appropriate ways for Donation Governors to contact their presentees. The Director of Development advised that it was best to contact presentees initially via their house parent and to also ensure that the house parent was sighted on/copied in to any correspondence.

Several Donation Governors reported that they had taken this approach and had found the School to be very helpful in terms of encouraging contact and presentees to respond to their Donation Governors.

The Chairman suggested that it would be useful for the School to provide the Committee with a list of house parents and their contact details for all of the City's existing presentees. It was also requested that a list of all forthcoming events/concerts would be helpful to see to help improve contact between Donation Governors and their presentees/families.

### **Director of Development**

In response to questions, the Director of Development took the opportunity to explain a little about his role at the School. He summarised by stating that his role was primarily focused on the future development of Christ's Hospital and ways in which the School could raise funds in order to increase its charitable impact and the number of bursaries offered. He added that he and his staff were also tasked with looking after all of the School's Alumni ('Old Blues') – many of whom were very supportive of and often 'gave back' to the School – as well as all external engagement with various organisations at Policy level.

The Director of Development went on to touch upon the Child Protection aspects of his role stating that this was an ever evolving area of work which he ensured was applied with rigour. He added that House Parents played a vital role in this area as they had daily contact/communication with pupils.

The Chairman questioned whether there was any specific guidance on Child Protection that could be issued to Donation Governors. The Director of Development stated that all Donation Governors were members of the School's Court of Governors and that extensive guidance on both Child Protection and other matters was issued to all members of the Court as part of their initial induction. He confirmed that inductions for all new Governors took place in June each year and was scheduled for 21 June 2017 on this occasion.

The Committee requested that they be provided with a Safeguarding update at their April meeting each year going forward. The Director of Development undertook to provide this information.

### **8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no additional, urgent items of business for consideration.

### **9. EXCLUSION OF THE PUBLIC**

MOTION - 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><u>Item No.</u></b>	<b><u>Exemption Paragraph(s)</u></b>
10	1 & 3
11	3
12	1 & 3

10. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 20 March 2017 were considered and approved as a correct record.

11. **CHRIST'S HOSPITAL – RESTRUCTURE PROPOSALS - UPDATE**

The Committee received a report from Christ's Hospital updating Members on their Restructure Proposals.

12. **REPORT FOR CITY OF LONDON CORPORATION**

The Committee received a report from Christ's Hospital regarding the School's historic links with the City of London Corporation and updating Members on the progress of the City's presentees at the School – past and present.

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

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

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT WHILST THE PUBLIC ARE EXCLUDED**

The Committee discussed items including Donation Governor allowances, DBS checks and the annual Committee/Presentee Luncheon.

**The meeting ended at 12.30 pm**

-----  
Chairman

**Contact Officer: Gemma Stokley**  
**tel. no. 020 7332 1407**  
**[gemma.stokley@cityoflondon.gov.uk](mailto:gemma.stokley@cityoflondon.gov.uk)**



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank