



Governance Sub-Committee of the Board of Governors of the City of London School

Date: FRIDAY, 23 FEBRUARY 2018
Time: 9.00 am
Venue: COMMITTEE ROOMS, GUILDHALL, EC2V 5HH

Members: Ian Seaton (Chairman)
Deputy James Thomson (Deputy Chairman)
Alderman Vincent Keaveny
Lord Levene of Portsoken
Deputy Edward Lord

Enquiries: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

NB: Part of this meeting could be the subject of audio or video recording

**John Barradell
Town Clerk and Chief Executive**

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS**

3. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 18 October 2017.

For Decision
(Pages 1 - 4)

4. **QUESTIONS**

5. **ANY OTHER BUSINESS**

6. **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 Act.

For Decision

7. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 18 October 2017.

For Decision
(Pages 5 - 8)

8. **ACTIONS SHEET**

Report of the Town Clerk.

For Information
(Pages 9 - 10)

9. **APPOINTMENT OF CO-OPTED GOVERNORS**

Report of the Town Clerk.

For Decision
(Pages 11 - 18)

10. **APPOINTMENT OF A STAFF LIAISON GOVERNOR**

Report of the Headmaster.

For Decision
(Pages 19 - 20)

11. **POLICY REVIEW**
Report of the Headmaster.

For Decision
(Pages 21 - 22)

12. **ISI INSPECTION AND THE SINGLE CENTRAL REGISTER**
Report of the Headmaster.

For Information
(Pages 23 - 24)

13. **NON-PUBLIC QUESTIONS**

14. **ANY OTHER BUSINESS THAT THE SUB-COMMITTEE AGREES SHOULD BE
CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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GOVERNANCE SUB-COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Wednesday, 18 October 2017

Minutes of the meeting of the Governance Sub-Committee of the Board of Governors of the City of London School held at City of London School at 9.30 am

Present

Members:

Ian Seaton (Chairman)
Deputy James Thomson (Deputy
Chairman)
Lord Levene of Portsoken
Deputy Edward Lord

Officers:

Dr Richard Brookes	- Acting Head of the City of London School
Andrew McBroom	- Acting Deputy Head of the City of London School
Charles Griffiths	- Bursar
Alistair MacLellan	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Alderman Vincent Keaveny.

2. DECLARATIONS

There were no declarations.

3. TERMS OF REFERENCE

Governors received the terms of reference. The Chairman noted that it was the sub-committee's responsibility to conduct a skills audit of the Board and requested that the Head take this matter forward.

RECEIVED

4. MINUTES

The minutes of the meeting held on 26 January 2017 were approved as a correct record.

Matters Arising

Co-Opted Governor

The Chairman noted that a candidate had been interviewed for a co-opted vacancy in June 2017 but had subsequently declined to take up the role. The Chairman noted, however, that one driver for the candidate's appointment had been to secure an individual with skills and expertise in finance – which had been made redundant following the appointment of two new Common Council Governors to the Board with desired skills and expertise.

Common Room Liaison Governor

The Chairman noted that this proposed appointment was on the sub-committee's agenda that day.

Governor Training

The Chairman noted that this issue featured on the sub-committee's agenda that day.

School Logo

The Chairman noted that this issue featured on the Board of Governors agenda that day.

City of London Bursary Trust Governor

The Bursar noted that the trustee appointment of a CLS Governor to the Board of Trustees of the City of London Bursary Trust (CLSBT) had not yet been made. Governors agreed that Tim Levene would be a suitable candidate and should be recommended to the Trustees of CLSBT.

5. QUESTIONS

There were no questions.

6. ANY OTHER BUSINESS

There was no other business.

7. EXCLUSION OF THE PUBLIC

RESOLVED, that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the following items of business on the grounds they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

8. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 26 January 2017 were approved as a correct record.

9. GOVERNANCE REPORT

Governors considered a Governance report of the Head.

9.1 Annex 1 - Governor Handbook

Governors received the Governor Handbook.

9.2 Annex 2 - Policies and Procedures

Governors received a tabled schedule of policies and procedures.

9.3 Annex 3 - Governor Training

Governors received the Governor training log.

9.4 Annex 4 - Proposal for a Staff Liaison Governor

Governors considered a proposal for a Common Room Liaison Governor.

9.5 **Annex 5 - Proposal for a Parent Co-Opted Governor**

Governors considered a proposal for the co-option of a Parent Governor to the Board.

10. **QUESTIONS**

There were no questions.

11. **ANY OTHER BUSINESS**

There was no other business.

The meeting closed at 10.15am

Chairman

Contact Officer: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

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