

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Monday, 3 December 2018

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at City of London School for Girls - ST GILES TERRACE, BARBICAN, EC2Y 8BB on Monday, 3 December 2018 at 11.00 am

Present

Members:

Deputy Clare James (Chairman)	Deputy Tom Hoffman
Nicholas Bensted-Smith (Deputy Chairman)	Ann Holmes
Professor Anna Sapir Abulafia (External Member)	Deputy Robert Merrett
Randall Anderson	Sylvia Moys
Alderman Emma Edhem	Elizabeth Phillips (External Member)
Dr Stephanie Ellington (External Member)	Alderman William Russell

Officers:

Alistair MacLellan	- Town Clerk's Department
Steve Reynolds	- Chamberlain's Department
Ena Harrop	- Headmistress
Alan Bubbear	- Bursar
Justine Venditti	- Senior Deputy Head (Staff and Special Projects)
Sue Farnsworth	- Development Manager
Victoria Mackay	- Newly Qualified Teacher (Item 11)

1. APOLOGIES

Apologies were received from Rehana Ameer, Tijs Broeke, Deputy Roger Chadwick, Soha Gawaly, Deputy Robert Merrett, Deputy Richard Regan, Sir Michael Snyder and Deputy James Thomson.

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

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 8 October 2018 be approved as a correct record.

4. TEACHERS' PAY PANEL UPDATE

Governors considered an update report of the Director of Human Resources regarding the Teachers' Pay Panel.

RESOLVED, that the report be received.

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There were no items of 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 meeting for 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 Local Government Act.
8. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 8 October 2018 be approved as a correct record.
9. **MINUTES - ACADEMIC WORKING PARTY - 8 OCTOBER 2018**
RESOLVED, that the minutes of the Academic Working Party meeting held on 8 October 2018 be received.
10. **FUNDRAISING UPDATE**
The Development Manager was heard regarding fundraising.
11. **REPORT OF THE HEADMISTRESS**
Governors considered a non-public update report of the Headmistress. Prior to any substantive comments being made on the report, Governors had the opportunity to pose question to a Newly Qualified Teacher regarding her experience of the School thus far.
12. **APPENDIX A - ACCESSIBILITY PLAN**
RESOLVED, that subject to comments made by Governors, the Accessibility Plan be approved.
13. **APPENDIX B - NQT INDUCTION POLICY**
RESOLVED, that the Newly Qualified Teacher Induction Policy be approved.
14. **APPENDIX C - COMPLAINTS POLICY**
RESOLVED, that the Complaints Policy be approved.
15. **APPENDIX D - DfE GUIDANCE ON NQT INDUCTION**
RESOLVED, that DfE Guidance on NQT Induction be received.
16. **APPENDIX E - OUTREACH REPORT 2018**
RESOLVED, that DfE Guidance on NQT Induction be received.
17. **GATEWAY 1/2/3/4 - CITY OF LONDON SCHOOL FOR GIRLS EXPANSION PROJECT**
Governors considered a report of the Headmistress regarding the Gateway 1/2/3/4 City of London School for Girls Expansion Project.

18. **APPENDIX 1 - PROJECT BRIEFING**
RESOLVED, that Appendix 1 (Project Briefing) be received.
19. **APPENDIX 2 - PROJECT CASHFLOW**
RESOLVED, that Appendix 2 (Project Cashflow) be received.
20. **APPENDIX 3 - 10 YEAR PROJECTION OF SCHOOL RESERVES**
RESOLVED, that Appendix 3 (10 Year Projection of School Reserves) be received.
21. **APPENDIX 4 - BUSINESS CASE**
RESOLVED, that Appendix 4 (Business Case) be received.
22. **APPENDIX 5 - ARCHITECT PROJECT BRIEF**
RESOLVED, that Appendix 5 (Architect Project Brief) be received.
23. **APPENDIX 6 - PROJECT RISK REGISTER**
RESOLVED, that Appendix 6 (Project Risk Register) be received.
24. **APPENDIX 7 - PROGRAMME**
RESOLVED, that Appendix 7 (Programme) be received.
25. **PROPOSED 2019/20 REVENUE BUDGET**
Governors considered a joint report of the Chamberlain and Headmistress regarding the proposed 2019/20 Revenue Budget.
26. **REPAIRS, MAINTENANCE & IMPROVEMENTS FUND**
Governors considered a joint report of the Chamberlain, Headmistress and City Surveyor regarding the Repairs, Maintenance and Improvements Fund.
27. **TEACHERS' PENSION SCHEME UPDATE**
Governors considered an update report of the Headmistress regarding the Teachers' Pension Scheme.
28. **GATEWAY 7 OUTCOME REPORT - CITY OF LONDON SCHOOL FOR GIRLS REFURBISHMENT PROGRAMME**
Governors considered a Gateway 7 Outcome report of the Headmistress regarding City of London School for Girls Refurbishment Programme.
29. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
30. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was one item of other business.

31. **CONFIDENTIAL APPENDICES TO TEACHERS' PAY PANEL UPDATE**

Governors considered the confidential appendices to the public report of the Director of Human Resources regarding the Teachers' Pay Panel.

The meeting ended at 1.00 pm

Chairman

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