

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Monday, 7 October 2019

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, 7 October 2019 at 11.00 am

Present

Members:

Nicholas Bensted-Smith (Chairman)	Dhruv Patel
Deputy Clare James (Deputy Chairman)	Deputy Richard Regan
Randall Anderson	Professor Anna Sapir Abulafia (External Member)
Peter Bennett	Dr. Stephanie Ellington (External Member)
Alderman Emma Edhem	Mary Ireland (External Member)
Alderman Prem Goyal	Elizabeth Phillips (External Member)
Sylvia Moys	

Officers:

Kerry Nicholls	- Clerk
Steven Reynolds	- Chamberlain's Department
Mark Lowman	- City Surveyor's Department
Jenny Brown	- Headmistress
Alan Bubbear	- Bursar
Justine Venditti	- Senior Deputy Head (Staff)

1. APOLOGIES

Apologies for absence were received from Rehana Ameer, Deputy Tom Hoffman, Sir Michael Snyder and Deputy James Thomson.

Apologies for lateness were received from Alderman Emma Edhem.

The Chairman led the Committee in welcoming Jenny Brown, Headmistress of the City of London School for Girls to her first Board meeting.

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 meeting held on 10 June 2019 be approved as an accurate record.

4. SUB-COMMITTEE MINUTES

a) **Minutes of the Bursary Committee held on 20 June 2019**

RESOLVED – That the public minutes and non-public summary of the Bursary Committee meeting held on 20 June 2019 be received.

5. **VOTE OF THANKS TO PREVIOUS CHAIRMAN**

A Vote of Thanks deferred from the previous meeting of the Board of Governors on 10 June 2019, moved by Deputy Richard Regan and seconded by the Chairman, was read.

RESOLVED UNANIMOUSLY: That, at the conclusion of her three year term of office as their Chairman, the Board of Governors of the City of London School for Girls wish to extend to:

DEPUTY CLARE JAMES MA

their sincere thanks and appreciation for the manner in which she has presided over their deliberations and the detailed care and interest she has shown in all aspects of the life of the City of London School for Girls.

Deputy James has worked tirelessly to continue the School's tradition of academic excellence against an evolving education landscape which has been enriched by a wide range of extra-curricular activities. Deputy James has overseen the recruitment of the incoming Headmistress, securing the continued success of the School for many years to come, and as Designated Governor (STEM) has championed the opportunities available in the disciplines of science, technology, engineering and mathematics.

The outgoing Headmistress has particularly appreciated Deputy James' support in re-energising the alumnae association which does so much for the School, and the background knowledge she has been able to bring to the role as a former pupil of the School. Her pragmatic approach to problem solving and her ability to think creatively has made her an excellent sounding board and trusted adviser.

During Deputy James' Chairmanship, the School's roll has expanded and ambitious proposals have been developed to extend the School's premises in line with the future aspirations of the School and as a proud part of the Barbican community. Deputy James has also led the School throughout the celebrations of its 125th Anniversary year including a programme of events and the 'Championing Future Thinkers' fundraising appeal which aims to support future generations of girls to access the School's educational opportunities.

Deputy James has performed her role as Chairman with great dedication and enthusiasm, demonstrating an unfailing commitment to the School and its pupils which has been appreciated by the Headmistress, staff, parents and pupils alike.

Finally, the Governors wish to thank Deputy James for her generous hospitality during her years in office and to convey to her their very good wishes for her and her family's future health and happiness.

6. OUTSTANDING ACTIONS

The Board considered a report of the Town Clerk outlining Outstanding Actions.

RESOLVED – That the Outstanding Actions report be noted.

7. REAPPOINTMENT OF CO-OPTED GOVERNOR

The Board considered a report of the Town Clerk requesting consideration be given to the re-appointment of a Co-opted Governor.

RESOLVED – That Professor Anna Sapir Abulafia be reappointed to the Board for a further three year term expiring October 2022.

8. CHAIRMANSHIP OF FINANCE SUB-COMMITTEE

The Board considered the chairmanship of the Finance Sub-Committee that was convening its inaugural meeting on 17 October 2019.

RESOLVED – That:

- The Chairman act as Interim Chairman for the meeting of the Finance Sub-Committee on 17 October 2019; and,
- The appointment of Chairman be deferred to the next meeting of the Board of Governors on 2 December 2019.

9. REPORT OF THE HEADMISTRESS

The Board considered the report of the Headmistress which discussed forthcoming events, educational visits, Governors' visiting days, lettings and an update on the expansion project. The report also provided details of delays to summer works and health and safety incidents, as well as the destinations of school leavers.

School Development

Heritage Consultants were preparing a Statement of Significance for discussion with City Planners. Once agreed, the Statement of Significance would be used by the architects to ensure any designs for the proposed expansion project were sympathetic to the surrounding space. Work was underway to develop the wider benefits case for the expansion which would be informed by a public consultation during the Autumn 2019 term.

Summer Works

A range of Summer works had been undertaken including the replacement of the astro-turf pitch following the identification of health and safety concerns. The waterproof membrane beneath the garden above the main hall extension had also been replaced and as a result of these works, the potential source of leaks into the main hall had been identified and covered, with longer term plans in place to cap the brick work. Following the successful waterproofing of other parts of the roof, one of the art rooms had recently been affected by a serious water leak and would remain closed until after half term with further consideration being given to drainage from the roof to prevent this issue recurring. A range of works were planned for October half term including a

number of planned Summer works which had been delayed. A programme of window replacements was also planned; however, this would require listed building approval

Lettings

The Facilities Manager was currently reviewing the School's lettings contracts to ensure that room hire created no cost implications for the School, such as in providing Reception staff. A report outlining the changes to building hire would be presented to the next meeting of the Board of Governors on 2 December 2019.

RESOLVED – That the report be noted.

10. THE CITY OF LONDON CORPORATION'S INDEPENDENT SCHOOLS AND PARENT GOVERNORS

The Board considered a joint report of the Comptroller & City Solicitor and the Town Clerk regarding the extent to which the parents of current pupils could serve as Governors of the City of London Corporations three independent schools.

The Chairman advised Governors that this issue would be considered as part of the City of London Corporation's wider review into the application of local government legislation to non-City Funded areas of the City Corporation's activity. In the meantime, parents or guardians of pupils at one of the City independent schools would continue to be eligible to sit on the Board of Governors for the relevant school, subject to the current provisions of the Code of Conduct.

Progress in taking forward the wider review of the application of local government legislation to non-City Funded areas of the City Corporation's activity would be reported to future meetings of the Board of Governors. If necessary, a special meeting of the Board of Governors could be convened to consider the findings of the review.

RESOLVED – That the report be noted.

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

There were no questions.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

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 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.

14. NON-PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 10 June 2019 be approved as an accurate record.

15. NON-PUBLIC SUB-COMMITTEE MINUTES

a) **Non-Public Minutes of the Academic Working Party held on 25 September 2019**

RESOLVED – That the non-public minutes of the Academic Working Party meeting held on 25 September 2019 be received.

b) **Non-Public Minutes of the Bursary Committee held on 20 June 2019**

RESOLVED – That the non-public minutes of the Bursary Committee meeting held on 20 June 2019 be received.

16. NON-PUBLIC OUTSTANDING ACTIONS

The Board considered a report of the Town Clerk outlining non-public Outstanding Actions.

RESOLVED – That the non-public Outstanding Actions report be noted.

17. REPORT OF THE HEADMISTRESS

The Board considered a report of the Headmistress which provided information on non-public matters in relation to the School.

RESOLVED – That the report be noted.

18. BREXIT IMPACT UPDATE

The Board considered a report of the Headmistress outlining the potential impact of the United Kingdom leaving the European Union on the City of London School for Girls.

RESOLVED – That the report be noted.

19. EXAMINATION RESULTS PRESENTATION

The Board heard a presentation of the Deputy Head (Academic) providing an analysis of exam results for the 2018/19 academic year.

RESOLVED – That the presentation be noted.

20. CLSG EXPANSION UPDATE

The Board heard an update from the Bursar on the proposed expansion of the City of London School for Girls.

RESOLVED – That the update be noted.

21. REVENUE OUTTURN 2018/19

The Board considered a joint report of the Chamberlain and the Bursar outlining the revenue outturn of the City of London School for Girls for 2018/19.

RESOLVED – That the update be noted.

22. FINANCIAL INFORMATION DASHBOARD

The Board considered a joint report of the Chamberlain and the Bursar on the Financial Information Dashboard.

RESOLVED – That the update be noted.

23. REPORT OF ACTION TAKEN

The Board received a report of the Town Clerk regarding action taken under urgent or delegated authority since the last meeting.

RESOLVED – That the report be noted.

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

There were no questions.

25. 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.

26. CONFIDENTIAL MINUTES OF THE MEETING HELD ON 10 JUNE 2019

RESOLVED – That the confidential minutes of the meeting held on 10 June 2019 be approved as an accurate record.

The meeting ended at 12.48 pm

Chairman

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