

**BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS**  
**Thursday, 14 November 2013**

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at Committee Room - 2nd Floor West Wing, Guildhall on Thursday, 14 November 2013 at 11.00 am

**Present**

**Members:**

Sir Michael Snyder (Chairman)	Alderman David Graves
Clare James (Deputy Chairman)	Tom Hoffman
Ray Catt	Alderman Vincent Keaveny
Nigel Challis	Sylvia Moys
Deputy Billy Dove	Virginia Rounding
Revd Dr Martin Dudley	

**Officers:**

Gemma Stokley	- Town Clerk's Department
Daniel Hooper	- Town Clerk's Department
Steven Reynolds	- Chamberlain's Department
Sarah Port	- Chamberlain's Department
Sarah Hall	- City Surveyor's Department
Diana Vernon	- Headmistress, City of London School for Girls
Ned Yorke	- Bursar, City of London School for Girls
Ena Harrop	- Director of Studies, City of London School for Girls
David Libby	- Director of IT, City of London School for Girls

The Chairman opened the meeting by welcoming Alderman Keaveny to his first meeting of the Board.

**1. APOLOGIES**

Apologies for absence were received from Professor John Betteridge (co-opted), Stuart Fraser (ex-officio), Henrika Priest, Mary Robey (co-opted), Richard Sermon (co-opted) and Deputy Dr Giles Shilson (ex-officio).

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

There were no declarations.

**3. MINUTES**

The public minutes and summary of the meeting held on 8 October 2013 were considered and approved as a correct record.

4. **REVIEW OF TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**  
The Board considered a report of the Town Clerk requesting that Governors review the Board's Terms of Reference and Frequency of Meetings.

The Board commented that they were content with their current frequency of meetings.

**RESOLVED** – That, the terms of reference of the Board of Governors of the City of London School for Girls are approved for submission to the Court of Common Council in May 2014.

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 urgent, additional items of business for consideration.

7. **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.

<u>Item No.</u>	<u>Exempt Paragraph(s)</u>
8	1, 2, 3 & 4
9	2, 3 & 4
10	1, 3 & 4
11	1 & 3
12	3
13	2, 3 & 4
14	-
15	-

8. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 8 October 2013 were considered and approved as a correct record.

9. **PRESENTATION FROM THE DIRECTOR OF IT**

David Libby, Director of IT, was heard with regard to the School's 'Ten Year Plan' for its IT Department.

10. **REPAIRS, MAINTENANCE, IMPROVEMENTS AND MAJOR WORKS FUND**

The Board considered and approved a joint report of the Chamberlain, the Headmistress and the City Surveyor providing an updated projection of the cost of works to be met from the Repairs, Maintenance, Improvements and Major Works Fund over the next 21 years.

11. **REVENUE BUDGETS 2013/14 AND 2014/15**

The Board considered and approved a joint report of the Chamberlain and the Headmistress presenting the proposed 2014/15 revenue budget for review and subsequent submission to the Finance Committee.

12. **CITY OF LONDON SCHOOL FOR GIRLS: GYMNASIUM ACCOMMODATION - DETAILED OPTIONS APPRAISAL**

The Board considered and approved a joint report of the Headmistress and the City Surveyor regarding the creation of additional floor space for the School's Gymnasium.

13. **TEACHING STAFF PAY CLAIM 2013**

The Board received a report of the Director of Human Resources regarding the Teaching Staff Pay Claim 2013.

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

There were no questions in the non-public session.

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

Matters concerning the Good Schools' Guide, and the Chairman's 2014 Dinner were raised.

**The meeting ended at 12.10 pm**

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Chairman

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