

**BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**  
**Monday, 23 June 2014**

Minutes of the meeting of the Board of Governors of the City of London School held  
at City of London School, Queen Victoria Street, EC4V 3AL on Monday, 23 June  
2014 at 11.05 am

**Present**

**Members:**

Deputy Dr Giles Shilson (Chairman)	Edward Lord
Ian Seaton (Deputy Chairman)	Christopher Martin (External Member)
Deputy Billy Dove	Sylvia Moys
Sophie Fernandes	Deputy Joyce Nash
Marianne Fredericks	Dame Mary Richardson (External Member)
Deputy the Revd Stephen Haines	Deputy James Thomson
Lord Levene of Portsoken (External Member)	

**Officers:**

Sarah Fletcher	- Head of the City of London School
Phillip Everett	- Director of Finance, City of London School
Gary Griffin	- Second Master, City of London School
Sarah Port	- Senior Accountant, Chamberlain's
Ian Hughes	- Assistant Highways Director, Built Environment
Melanie Charalambous	- Environmental Enhancement Officer, Built Environment
Georgina Denis	- Committee and Member Services Officer, Town Clerk

1. **APOLOGIES**

Apologies for absence were received from Stuart Fraser (ex-officio), Alderman David Graves and Professor Whitehouse.

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

There were no declarations of interest.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Board received the Order of the Court of Common Council, 1 May 2014, appointing the Board of Governors of the City of London School for 2014/15 and setting its terms of reference.

4. **ELECTION OF CHAIRMAN**

The Board proceeded to elect a Chairman in accordance with Standing Order No. 29.

The Town Clerk read a list of those Governors eligible to stand and Deputy Dr Giles Shilson, being the only Governor expressing willingness to serve as Chairman, was duly re-elected for the ensuing year.

Deputy Shilson took the Chair and thanked Governors for their continued support.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30.

The Town Clerk read a list of those Governors eligible to stand and Mr Ian Seaton, being the only Governor expressing willingness to serve as Deputy Chairman, was duly elected for the ensuing year.

6. **MINUTES**

The public minutes of the meeting held on 24 February 2014 were considered and approved as an accurate record.

**Matters Arising**

The Chairman welcomed the new Head of the City of London School and thanked the previously acting Headmaster for all his hard work. The Chairman also thanked Lord Levene for finding the time to attend the Board for Governors meeting. Mr Ian Hughes, Assistant Highways Director and Melanie Charalambous, Principal Environmental Enhancement Officer from the Department of the Built Environment were also thanked by the Chairman for their attendance.

Scheme of Delegations

The Chairman confirmed to the Board that the amendments made to the Scheme of Delegations at the February 2014 Board of Governors meeting was passed on to the appropriate Corporation Officers.

Cleaning Standards at the City of London School

Governors discussed the ongoing issues with the cleaning standards at the City of London School since the initial report received by Governors on 2 December 2013.

The Chairman remarked that senior Officers at the Corporation and at the School had put a lot of time and effort into monitoring the cleaning standards and resolving any further issues and he believed that it was not an appropriate use of the staff's time. The Director of Finance informed the Board that the City had begun reviewing its Corporate Cleaning Contract and he felt that going forward from the review it was vital to negotiate a new contract on the right basis. Following this information a number of Governors expressed concern that the City Corporation seemed to take the view that all cleaning contracts across the City should be the same. Members said that a School required a different standard of cleaning compared to office buildings and that this should be noted by Officers. A Member also asked that the new contact expressly

outline that the responsibility of monitoring the quality of cleaning was that of the contractor, not Senior Officers and School Staff.

City of London School partnership with Stepney Green Maths, Computing and Science College

A Governor queried whether there had been any progress with regards to a meeting between the CLS Board of Governors and the Board at Stepney Green. In response another Governor suggested that it would be a good idea to meet with the Stepney Green Board but that it should be arranged as a separate meeting, so that the usual Board of Governors meeting scheduled would not be effected.

The Chairman suggested that the meeting should be scheduled for the autumn term and the Second Master agreed to look for possible dates. The Second Master also asked the Committee if they wished to be informed of the outcomes regarding the partnership. The Chairman and Governors agreed that outreach was an important issue and all Governors should be regularly informed of the outcomes.

7. **MINUTES OF BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**

The Board of Governors received the 24 February 2014 public minutes of the Bursary Committee of the Board of Governors of the City of London School.

**RESOLVED** – That the Board note the minutes of the Bursary Committee held on 24 February 2014.

8. **APPOINTMENT OF THE BURSARY COMMITTEE**

The Town Clerk reminded the Board that the Bursary Committee could comprise the Chairman and Deputy Chairman of the Board and up to five other Governors.

The Board proceeded to appoint their Bursary Committee for 2014/15.

**RESOLVED** - that the following Governors be appointed to the Bursary Committee for the ensuing year:

Deputy Dr. Giles Shilson (Chairman)  
Mr Ian Seaton (Deputy Chairman)  
Deputy Joyce Nash  
Ms Sylvia Moys  
Deputy the Reverend Stephen Haines  
Dame Mary Richardson  
Deputy James Thomson

9. **APPOINTMENT OF THE REFERENCE SUB-COMMITTEE**

The Town Clerk reminded Governors that the Reference Sub Committee could consist of the Chairman and Deputy Chairman of the Board and up to five other Governors.

The Board proceeded to appoint their Reference Sub Committee for 2014/15.

**RESOLVED** - that the following Governors be appointed to the Reference Sub Committee for the ensuing year:

Deputy Dr. Giles Shilson (Chairman)  
Mr Ian Seaton (Deputy Chairman)  
Deputy Joyce Nash  
Ms Sylvia Moys  
Deputy the Reverend Stephen Haines  
Mr Edward Lord  
Deputy James Thomson

10. **APPOINTMENT OF THE AGBIS REPRESENTATIVE**

The Board proceeded to appoint their AGBIS representative for 2014/15.

**RESOLVED** – That, Edward Lord be re-appointed as the Board’s AGBIS representative for the ensuing year.

11. **OUTREACH REPORT**

The Board of Governors received a report of the Head of the City of London School updating Governors on the Ark Bentworth Primary Academy and Stepney Green Outreach projects.

The Head of the City of London School informed Governors of the recent creation of the Education Board and the Education Strategy. The Head explained that the three City Schools and the sponsored academies planned to work collectively on outreach projects and although she supported the continued outreach work of the City and the City of London School she suggested that the Board consider the impact on staff time. The Deputy Chairmen also informed the Board that he had been appointed to the Education Board.

The discussion was concluded by the Chairman asking for a Governor to volunteer to attend the Ark Bentworth Primary Academy Prize Day. The Board were informed that the Prize Day would be held on 9 July from 2PM. The Chairman asked for all Governors who wished to represent the Board and give a speech at the Prize speak to the Second Master for more information.

**RESOLVED** - That, the Board note the update of the Ark Bentworth Primary Academy and Stepney Green Outreach projects.

12. **REPORT OF THE HEAD**

The Board considered a report of the Head of the City of London School relative to various School issues such as the cleaning contract update, curriculum matters and scholarships. A Governor also mentioned the success of the LSSO Concert held 29 April 2014 for which 2 School pupils were in the orchestra, the Governor also asked the Board to note the success of the production of Private Peaceful and the Second Master distributed copies o the programme. The Chairman congratulated the School on the breadth of the City

of London School pupil's cultural achievements particularly in music and theatre.

#### City of London Bursary Trust Gala Dinner 10 June 2014

The Director of Finance updated the Board on the outcome of the independent City of London School Bursary Trust fundraising Gala Dinner. The Dinner was held at the Tate Modern and raised in excess of £300,000 toward the Schools Bursary Trust. The Chairman congratulated the School and Trustees on the success of the event and expressed his thanks to all those who donated to the Bursary Fund.

#### Millennium Bridge Area Works Summer 2014

With regards to the Millennium Bridge Area Works the Second Master introduced the Assistant Highways Director and the Principal Environmental Enhancement Officer from the Department of the Built Environment to the Board of Governors. The Assistant Highways Director informed the Board that work on the Millennium Bridge Area would commence in July 2014 once the School had closed for the summer. In relation to the work programme the Assistant Highways Director explained that the possibility of a contaminated land issue had been raised and Officers in the Built Environment would wait for a more detailed report commissioned by a specialised. Once the results of the report had been received there was a possibility that part of the scheme would be amended. The Assistant Highways Director also informed the Board that the deep level drainage part of the works may be removed from the scheme as the drainage of the area was sufficient.

With regards schedule for the programme work would begin at the western end of Millennium Bridge Area and move eastwardly past the City of London School, with the element of the works located outside the School concluded by the start of the autumn term. The Chairman explained to the Officer from the Built Environment the importance for the work to be completed by the time pupils returned to the School and in response the Second Master said that the School had provided the Department of the Built Environment with key dates to ensure that the work did not disrupt the School.

In response to a Governor request for further clarification with regards to the Peters Hill area the Assistant Highways Director explained that only the existing paving was scheduled to be repaired, but there was the possibility of upgrades to the existing lighting units.

Following the Assistant Highways Directors update a number of Governors expressed concerns regarding the cost and necessity of the works. A Governor and the Chairman explained to the Board that the work had been agreed a couple of years ago by the City of London Corporation's Streets and Walkways Sub-Committee and the agreement were subject to consultation with the School. A Governor of the Board took this opportunity to table an information leaflet for Governors consideration on the details of the Riverside Walk Enhancement Strategy. The Governor told the Board that the Strategy would impact the School and as it was in the consultation phase the School Officers and Governors of the Board should take the opportunity to make their views

heard. The Second Master expressed the opinion that the School were would support the enhancement of the riverside walk as long as the work did not disrupt the running of the School. The Second Master also pointed out that the School and the Board may be particularly in favour of the enhancement to White Lion Hill. The Chairman asked the School Officers to ensure that the Schools views on the Strategy were submitted during the consultation.

**RESOLVED** – That the Board note the contents of the report of the Headmaster of the City of London School.

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

There were no questions on matters relating to the work of the Board.

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

There was no urgent business.

**15. 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.

Item No	Exemption Paragraph(s)
16	1, 3 & 4
17	1 & 3
18	3
19	1, 2 & 3
20	1, 2 & 3

**16. NON-PUBLIC MINUTES**

Members asked for minutes of the Board of governors meeting dated 24 February 2014 be amended to reflect the correct spelling of the appointed Geographer, Alice Low previously from Burntwood School.

The non-public minutes of the meeting held on 24 February 2014 were considered and approved as a correct record.

**17. MINUTES OF BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**

The Board of Governors received the non-public minutes of the Bursary Committee held on Monday 24 February 2014.

**18. REPORT OF ACTION TAKEN BETWEEN MEETINGS**

The Board considered a report of the Town Clerk Department detailing the decisions taken under delegated authority since the last meeting of the Board on Monday 23 February 2014.

**19. HEADS REPORT**

The Board considered a non-public report of the Head of the City of London School relevant to various School matters.

20. **SERVICE BASED REVIEW**

The Board received, for information, a non-public report summarising the School's involvement in the latest stage of the City of London Corporation's Service Basted Review.

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

There were no non-public questions.

22. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

The Chairman congratulated Deputy Dove on his recent award of an OBE.

**The meeting ended at 12.51 pm**

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Chairman

**Contact Officer: Georgina Denis**  
**tel. no.: 020 7332 1399**  
**Georgina.Denis@cityoflondon.gov.uk**