

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Friday, 27 June 2014

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at Committee Room 2 - 2nd Floor West Wing, Guildhall on Friday, 27 June 2014 at 11.00 am

Present

Members:

Sir Michael Snyder (Chairman)	Sylvia Moys
Clare James (Deputy Chairman)	Deputy Richard Regan
Nigel Challis	Mary Robey (Co-Opted Member)
Dennis Cotgrove	Virginia Rounding
Deputy Billy Dove	Nicholas Bensted-Smith
Tom Hoffman	Alderman William Russell
Ann Holmes	Richard Sermon (Co-Opted Member)

Officers:

Ena Harrop	- Headmistress, City of London School for Girls
Ned Yorke	- Bursar, City of London School for Girls
Kate Brice	- Head of Lower School, City of London School for Girls
Mark Lowman	- Assistant Director Major Projects, City Surveyor's
Sarah Port	- Senior Accountant, Chamberlain's
Anne Pietsch	- Chief Legal Assistant, Comptroller & City Solicitor's
Georgina Denis	- Committee and Member Services Officer

1. APOLOGIES

Apologies were received from Professor John Betteridge, Dr Martin Dudley, Ms Stephanie Ellington and Alderman Keaveny.

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

There were no declarations of interest under the code of conduct in respect to items on the agenda.

3. ORDER OF THE COURT OF COMMON COUNCIL

The Board of Governors received the Order of the Court of Common Council, 1 May 2014, appointing the Board of Governors of the City of London School for Girls for 2014/15 and 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 Sir Michael Snyder, being the only Governor expressing a willingness to serve as Chairman, was duly elected for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Board of Governors 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 Clare James, being the only Governor expressing willingness to serve as Deputy Chairman, was duly elected for the ensuing year.

6. **APPOINTMENT OF BURSARY COMMITTEE**

The Town Clerk reminded the Board that the Bursary Committee could comprise of 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 by ballot.

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

Clare James (as Chairman)
Deputy Regan
Alderman Keaveny
Dr Martin Dudley
Ms Virginia Rounding
Mr Nigel Challis

7. **APPOINTMENT OF 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 by ballot.

RESOLVED – That the following Governors be appointed to the Reference Sub Committee for the ensuing year:

Deputy Sir Michael Snyder (as Chairman)
Clare James (as Deputy Chairman)
Deputy Regan
Alderman Russell
Ms Sylvia Moys
Ms Virginia Rounding
Mr Nigel Challis

8. **APPOINTMENT OF AGBIS REPRESENTATIVE**

In the absence of any Governor expressing a willingness to serve as the Board's AGBIS representative for the ensuing year the Board suggested that this decision be deferred until its next meeting.

RESOLVED – That the appointment of an AGBIS representative be deferred until the next full Board meeting.

9. **MINUTES**

The minutes of the Board of Governors meeting held on 6 February 2014 were approved as an accurate record subject to the amendment that Deputy Richard Regan had also sent his apologies for absence from the meeting.

10. **RE-APPOINTMENT OF CO-OPTED GOVERNOR**

The Board received a report of the Town Clerk regarding the reappointment of Co-Opted Governor Ms Stephanie Ellington as she had completed a 3 year term on the Board. The Headmistress expressed her support for Ms Ellington's reappointment and informed the Board of the invaluable advice Ms Ellington provides the pupils.

RESOLVED – That, Ms Stephanie Ellington be reappointed as a Co-Opted Governor for a further term of three years.

11. **REPORT OF THE HEADMISTRESS**

The Board received the public report of the Headmistress detailing matters including forthcoming events, health and safety and staff training.

Governors' Visiting Days

The Headmistress thanked Ms Mary Robey for attending the school pupils' research project presentations. The Headmistress also informed the Board that new Governors or those who wanted to learn more about the school were more than welcome to contact her to arrange a visit. The Headmistress thanked Alderman Russell for his recent visit to the School and for showing a great interest in the School as a new Governor.

Policies for Board Approval

The Board reviewed the attached Behaviour Management Policy which noted the School's policy regarding the code of conduct and involvement of parents.

RESOLVED – That the Board approve the City of London School for Girls Behaviour Management Policy.

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

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

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

Education Working Party

The Chairman informed Governors of the establishment of the City of London School for Girls Education Working Party. The Working Party would review a number of areas of School business, including ISI inspection arrangements and

various academic matters. The Working Party would meet before the Board of Governors meetings in order to consider academic matters and provide the Board of Governors with recommendations for improvement.

The Chairman in considering the membership of Working Party had reviewed expressions of interest from a number of Governors and from senior staff. The Chairman read the names of those who had expressed an interest and the Board agreed the membership of the Working Party.

RESOLVED – That, the following Governors and Officers be appointed to the Education Working Party for the ensuing year:

Mary Robey (as Chairman)

Clare James

William Russell

Virginia Rounding

Stephanie Ellington

Elizabeth Phillips

Ena Harrop – Headmistress of the City of London School for Girls

Neil Codd - Director of Studies, City of London School for Girls

Elizabeth Philips

Tabled at the meeting was the supporting statement of Elizabeth Philips regarding her appointment as a Co-Opted Governor. The Headmistress expressed her support for Ms Philips's appointment to the Board. The Board considered Ms Philips skills and experience and agreed to appoint her as a Co-Opted Governor.

RESOLVED – That Ms Elizabeth Philips be appointed to the City of London School for Girls Board of Governors.

14. **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 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)
15	3
16	3
17	3
18	1, 2 & 3
18a	1 & 3
18b	1
18c	1&2
18d	3
18e	3

15. **NON-PUBLIC MINUTES**

The Board received the non-public minutes of the Board of Governors meeting held on 6 February 2014.

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

The Board of Governors received a report of action taken since the last Board of Governors meeting on 6 February 2014.

17. **WILLIAM WARD'S TOMB**

The Board received a verbal report from the Comptroller and City Solicitor Departments regarding William Ward's Tomb.

18. **NON PUBLIC REPORT OF THE HEADMISTRESS**

The Board considered a non-public report of the Headmistress.

19. **PRESENTATION FROM MRS KATE BRICE ON ADMISSIONS AT 11+**

The Board received a verbal presentation from Mrs Kate Brice regarding the Schools 11+ admissions arrangements.

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

There were no non-public questions for the Board.

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

There was no urgent business.

The meeting ended at 12.32

Chairman

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