

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Friday, 5 December 2014

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 Friday, 5
December 2014 at 11.30 am

Members:

Sir Michael Snyder (Chairman)	Alderman Vincent Keaveny
Clare James (Deputy Chairman)	Sylvia Moys
Nicholas Bensted-Smith	Deputy Richard Regan OBE
Nigel Challis	Mary Robey (External Member)
Dennis Cotgrove	Virginia Rounding
Emma Edhem	Alderman William Russell
Christopher Hayward	Richard Sermon (External Member)
Ann Holmes	Deputy Dr Giles Shilson (Ex-Officio Member)

Officers:

Jacqui Daniels	Town Clerk's Department
Sarah Port	Chamberlain's Department
Ena Harrop	Headmistress, City of London School for Girls
Andrew Douglas	Deputy Head, City of London School for Girls
Ned Yorke	Bursar, City of London School for Girls

1. APOLOGIES

Apologies for absence were received from Professor John Betteridge, Dr Stephanie Ellington, Tom Hoffman and Elizabeth Phillips.

New Members

The Chairman welcomed Emma Edhem and Chris Hayward to their first meetings of the Board, following their appointment by the Court of Common Council the previous day.

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

There were no declarations.

3. MINUTES

RESOLVED – That the minutes of the meeting held on 17 October 2014 be approved as a correct record, subject to the apologies of Nicholas Bensted-Smith being noted.

Matters Arising

Bursary Fund – 2013/14 Report and Financial Statements The Deputy Chairman referred to her query at the previous meeting concerning the apparent low rate of return on investments and she reported that she had

discovered that the figure of 3.78% related to the dividend yield and the total return was, in fact, 11.7%.

4. **APPOINTMENT OF A MEMBER TO THE BURSARY COMMITTEE**

The Board considered the appointment of a Member to the Bursary Committee for the remainder of the municipal year 2014/15 in the room of The Revd. Dr Martin Dudley.

RESOLVED – That Nicholas Bensted-Smith be appointed to the Bursary Committee for the remainder of 2014/15.

5. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS**

A report of the Town Clerk was considered which requested that Governors review the Board's Terms of Reference and the frequency of its meetings.

RESOLVED – That the terms of reference of the Board of Governors of the City of London School for Girls be approved for submission to the Court of Common Council in April 2015 and that the current frequency of Board meetings be confirmed.

6. **RE-APPOINTMENT OF A CO-OPTED GOVERNOR**

The Board received a report of the Town Clerk regarding the re-appointment of Professor John Betteridge as a co-opted Governor for a further three year term on the Board.

The Chairman expressed his support for Professor Betteridge's re-appointment and he informed the Board of the invaluable advice and assistance the Professor provided to the pupils.

RESOLVED – That Professor John Betteridge be re-appointed as a co-opted Governor for a further three year term.

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

1) Public and Non-Public Reports

In answer to a Governor's question, the Town Clerk explained that the decision on whether a report should be considered in public or not was guided by recommendations from report authors. That said, she stated that reports were considered in public unless they contained information as defined by Schedule 12A of the Local Government Act 1972 and most often this was as a result of the report containing sensitive information relating to an individual (paragraph 1) or information relating to the financial or business affairs of a particular person (paragraph 3). She explained that 'person' in this sense meant a legal person, which could be an individual or a legally constituted organisation.

2) School Productions

A Governor enquired whether her fellow Governors had had the opportunity to attend any of the School's recent productions and also those which had been undertaken in association with the Boy's School. She praised the staff and girls

on the excellent productions and encouraged Members to attend such events in future.

3) Past Pupil

A Governor referred to a recent Alumnus of the School who had read the first lesson at a recent event at the Inn-holders' Hall and he reported that she had been a credit to the School.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chairman approved that the following item may be reported to the Board for their information.

Child Protection and Safeguarding Policy

The Town Clerk reported action taken under urgency procedures reviewing and approving a revised City of London School for Girls Child Protection and Safeguarding Policy and noting that the Disciplinary Procedure for all staff had been amended to make specific reference to safeguarding.

RECEIVED.

9. 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 the Schedule 12A of the Local Government Act 1972 as follows:-

Item No.	Exempt Paragraphs
10	1, 2, 3 and 4
11, 12	3
13, 14	1 and 3
15	3

10. NON-PUBLIC MINUTES

The minutes of the meeting held on the 17 October 2014 were approved as an accurate record.

11. PRESENTATION FROM THE HEAD OF SENIOR SCHOOL REGARDING BRITISH VALUES IN THE CURRICULUM

The Board received a detailed presentation from Susie Gilham, the Head of the Senior School which provided the Board with information concerning the teaching of British values within the curriculum.

12. PRESENTATION FROM THE MARKETING OFFICER REGARDING MARKETING AT THE CITY OF LONDON SCHOOL FOR GIRLS

The Board received a presentation from Jos Jones, the Marketing Officer which provided information on marketing activities at the School's.

13. REPORT OF THE HEADMISTRESS

The Board considered a report of the Headmistress concerning the time allowance for heads of department in the School.

14. PROPOSED 2015/16 REVENUE BUDGET

A joint report of the Chamberlain and the Headmistress was presented and approved by the Board reviewing the proposed 2015/16 revenue budget and, subject to the decisions of the Board, subsequent submission to the Finance Committee.

15. 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.

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

Andrew Douglas, Deputy Head of the City of London School for Girls

In answer to a question, the Chairman paid tribute to the long and distinguished service given to the School by Andrew Douglas, the Deputy Head at the School who would shortly be retiring.

17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

The meeting ended at 1.00 pm

Chairman

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