

**COMMITTEE OF ALDERMANIC ALMONERS, COMMON COUNCIL GOVERNORS  
AND DONATION GOVERNORS OF CHRIST'S HOSPITAL  
Friday, 27 November 2015**

**Minutes of the meeting of the Committee of Aldermanic Almoners, Common  
Council Governors and Donation Governors of Christ's Hospital held at  
Guildhall, EC2 on Friday, 27 November 2015 at 10.00 am**

**Present**

**Members:**

Deputy John Barker  
Marianne Fredericks  
Christopher Hayward  
Vivienne Littlechild  
Deputy Catherine McGuinness  
Ann Pembroke (in the Chair)  
Deputy Henry Pollard  
Ian Seaton

**Officers:**

Gemma Stokley	- Town Clerk's Department
Jane Howard	- Head of Admissions, Christ's Hospital
Sarah Clifton	- Development Officer, Christ's Hospital

**1. APOLOGIES**

Apologies for absence were received from The Rt Hon the Lord Mayor, The Lord Mountevans, Lucy Frew, Wendy Mead and Alderman Alan Yarrow.

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

There were no declarations.

**3. ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman for the year ensuing.

The Town Clerk read a list of those eligible to stand and Marianne Fredericks, being the only Member indicating her willingness to serve, was duly elected as Chairman for the ensuing year.

The newly elected Chairman thanked Members for their support. She went on to introduce and welcome two representatives from Christ's Hospital to the meeting – Jane Howard, Head of Admissions and Sarah Clifton, Development Officer.

**4. ELECTION OF DEPUTY CHAIRMAN**

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

The Town Clerk reported that, in accordance with Standing Order No. 30. (3) (a), the immediate past Chairman had chosen to exercise his right to serve as Deputy Chairman for the ensuing year.

Deputy Henry Pollard was therefore duly appointed as Deputy Chairman for the ensuing year.

**VOTE OF THANKS TO THE PAST CHAIRMAN**

Ann Pembroke paid tribute to Deputy Henry Pollard, the past Chairman.

**RESOLVED UNANIMOUSLY:**

THAT at the conclusion of his term of office as their Chairman, the Members of this Board wish to extend to:

**DEPUTY JAMES HENRY POLLARD**

their sincere thanks and appreciation for the manner in which he has presided over their deliberations and the detailed care and interest he has shown in the School and the selection of presentees by this Committee.

HIS detailed knowledge of, and involvement with the School, has been of immense value to the Committee and his continued interest in the City's presentees has been much appreciated. As well as serving on this Committee for several years, he has also sat on the pupil selection Reference Subcommittee and is a Donation Governor which has enabled him to see, at first hand, the benefits of an outstanding education at Christ's Hospital. Furthermore, he is a member of the Council of Almoners, the corporate Trustee of Christ's Hospital Foundation.

HIS active encouragement of the City to begin to adapt its process for the presentation of a child to Christ's Hospital following some recent issues will, hopefully, streamline the process in the future, and is to be commended.

FINALLY, the Committee wish to convey to him their good wishes for his future health and happiness.

**RESOLVED** – That it be referred to the Mover, Ann Pembroke, and the Seconder, Deputy John Barker to arrange for the Vote of Thanks to be presented in a manner acceptable to the recipient.

Deputy Pollard responded by saying that it had been a great privilege to serve as Chairman of this Committee.

5. **MINUTES**

The public minutes and summary of the meeting held on 28 November 2014 were considered and approved as a correct record.

6. **MINUTES OF THE REFERENCE SUB-COMMITTEE**

The Committee received the public minutes of the Reference Sub-Committee meeting held on 30 March 2015.

7. **CHRIST'S HOSPITAL - PROCESS FOR THE PRESENTATION OF A CHILD**

The Committee considered a report of the Town Clerk regarding the future process for the presentation of a child to Christ's Hospital.

The Chairman provided the Committee with some background as to why the existing process was now being reviewed. She explained that, in 2014, both the City's first and second choice candidates for presentation had subsequently not achieved the required standard following the School's residential process. In an attempt to ensure continuity, the Reference Sub Committee had asked the School to nominate a suitable candidate, with an appropriate City connection, who had passed the residential assessments for presentation in 2015.

The Chairman went on to report that this Committee would need to request further funding for presentations from the Policy and Resources Committee in 2017 and that, for this reason, it was especially important to have in place a sound presentation selection process. Members questioned if thought could be given to transferring the funding for Christ's Hospital to the City's Education Board going forward as there seemed to be a strong case for this.

In discussing the proposed changes to the process for presentation of future City presentees, the Committee underlined that those selected must continue to fulfil the criteria of need but must also maintain the City link previously specified. It was hoped that adopting the Clerk to present method going forward would ensure a fairer, better system for all involved whilst always keeping the best interests of the children at heart.

The Head of Admissions, Christ's Hospital, tabled this year's Admissions Timetable. She explained that initial, computer based, assessments that took place in October each year were essentially IQ tests. She explained that the School were looking for a similar baseline as that of Grammar Schools and that the tests used for this purpose were very well regarded and researched. In addition to the initial assessments, admissions staff also began, at this stage, to collate information on the background of applicants which included things such as income, family circumstances and housing as well as their specific interests and skills. Information gathered on the background of an applicant and the

results of the initial assessments were then drawn together to provide a final 'score'. Those with high 'need' scores who had also met the initial assessment criteria were then 'paired' up with relevant presentations.

In response to a question regarding the assessment of financial need, the Head of Admissions reported that the School's Finance Team were very thorough in terms of examining bank statements etc. She went on to state that the School were also looking into employing a team to conduct home visits and produce reports where there was some ambiguity with regard to financial need or housing conditions. She concluded by reporting that three applicants had been rejected at the initial assessment stage this year due to questionable financial information received.

In response to questions on the Residential Assessment, the Head of Admissions explained that 200 of the top performing applicants were invited to spend two days (including an overnight stay) at the School. Here, they were subjected to further Maths and English tests and also some emotional intelligence testing. Applicants were also observed in group/team settings and were also observed during their free time in the Boarding House. Interviews also took place with each candidate during their stay.

The Head of Admissions informed the Committee that, where there was obvious need but some academic difficulties, some files were referred to King Edwards School Whitley for consideration.

Members were informed that, following the residential assessments, an Assessment Panel met in January each year to discuss each child and to decide who should be made an offer of a place at Christ's Hospital. Of those taking part in the residential assessments, approximately 50% would not pass. Around 50% of those who did not pass would then go on to request an appeal. The Head of Admissions extended an invitation to Members to attend the School to observe the deliberations of the Assessment Panel in January 2016.

In response to a question, the Development Officer clarified that 16 of approximately 30 bodies who currently made presentations to the School had adopted the 'Clerk to present' method including at least one Livery Company.

The Committee concluded that the Clerk to present method would be a sensible approach for the City to adopt going forward. The Chairman suggested that this Committee meeting could therefore now take place in March of each year. She suggested that as well as new presentees and their parents, the City's existing presentees should also be invited to attend Guildhall for lunch with the Committee after this meeting on an annual basis.

**RESOLVED** – That the Committee:

1) follow Christ's Hospital's 'Clerk to Present' method of nominating one candidate for the Committee's approval after both the Initial Assessments and the Residential Assessments have taken place, in March of each year;

2) note that the November meetings of the Committee will therefore no longer be necessary;

3) wish to continue to express the wish for a child with a City link or who resides or attends a school within the City or the City fringe be nominated, whilst accepting that this may not always be possible; and

4) delegate to the Town Clerk, in consultation with the Chairman and Deputy Chairman, the making of arrangements for a meeting in mid-March of each year, once the School knows which children have accepted place offers.

## 8. **APPOINTMENT OF DONATION GOVERNORS**

### 8.1 **To appoint a Donation Governor in the room of Sophie Fernandes for a presentee at CH (2013-2020)**

The Chairman requested that the Town Clerk email all Members of the Committee seeking expressions of interest in taking over this presentation following the recent resignation of Sophie Fernandes from the Committee.

### 8.2 **To appoint a Donation Governor for the City's 2015 presentee (2016-2023)**

The Chairman requested that the Town Clerk email all Members of the Committee seeking expressions of interest in becoming a new Donation Governor. It was suggested that an appointment then be formalised in March 2016.

## 9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

## 10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT** **Governance Arrangements at Christ's Hospital**

The Committee received a report of the Town Clerk, previously submitted to both the Education Board and the General Purposes Committee of Aldermen, advising Members of proposed changes in the governance arrangements being made by Christ's Hospital.

Deputy McGuinness highlighted that the report referred to internal governance changes at the School which might result in the reduction of the number of Aldermanic Almoners currently appointed by the City Corporation. She reported that she was a member of the Working Group of the School set up to look at this matter.

The Deputy Chairman, also an Aldermanic Almoner, stated that the proposed changes offered some clarity and simplified current arrangements and that he was therefore supportive of and content with these.

In response to a question regarding the origins of a 'split' between the School and the Foundation, Deputy McGuinness reported that there had been some concern in previous years regarding the position of Trustees and the proper protection of the School's assets from litigation. At the time, it was felt that this was the best way to 'ring fence' the assets. She went on to clarify that the new arrangements would continue to preserve the separate identity of the funds but that this would now be done under one, unitary Board which was more in keeping with the governance of similar institutions.

## **RECEIVED.**

### **Relationship with Christ's Hospital**

Members expressed a wish to strengthen the Committee's relationship with the School going forward.

It was proposed that Members continue to be invited to visit the School each year and also that they be informed and take advantage of other opportunities to visit such as speechday and the beating of the retreat.

A Member questioned why this Committee was not formally invited to take part in the St Matthew's Day celebrations, historically overseen by the Court of Aldermen. They requested that the Town Clerk pursue this matter for future years.

In response to a question regarding the participation of Christ's Hospital students and staff in City events, the Chairman reported that students from the City Academies and Christ's Hospital were now invited to attend various events via the City's Education Board. It was reported that they were also invited to attend high profile City of London Freedom events.

Deputy McGuinness, Chairman of the City's Education Board stated that, whilst Christ's Hospital pupils had not be invited to attend this year's Prefects Dinner, it was hoped that participation in events such as these could be widened to include pupils from those institutions for which the City Corporation was not the proprietor. However, these institutions were, for now, the primary focus.

A Member commented that it would be useful to have further information about the involvement of Livery Companies with the School. The Committee asked that the Town Clerk liaise with the School to provide the Committee with this information.

In response to a final question, the Committee were informed that all City of London presentees at the School now wore the City of London badge.

## **11. 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.

**12. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 28 November 2014 were considered and approved as a correct record.

**13. NON-PUBLIC MINUTES OF THE REFERENCE SUB-COMMITTEE**

**13.1 28 November 2014**

The Committee received the non-public minutes of the Reference Sub-Committee held on 28 November 2014.

**13.2 30 March 2015**

The Committee received the non-public minutes of the Reference Sub-Committee held on 30 March 2015.

**14. PROGRESS ON CHILDREN PRESENTED IN THE LAST FIVE YEARS**

The Committee received a report of Christ's Hospital on the progress of current presentees and Donation Governors also took the opportunity to provide their own updates.

**15. QUESTIONS ON NON-PUBLIC MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions raised in the non-public session.

**16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT WHILST THE PUBLIC ARE EXCLUDED**

There were no additional, urgent items of business for consideration in the non-public session.

**The meeting ended at 11.25 am**

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Chairman

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