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| Committee | Date: |
| Board of Governors of the City of London School for Girls | 2 December 2016 |
| Subject: Terms of Reference and Frequency of Meetings of the Board of Governors of the City of London School for Girls | Public |
| Report of: Town Clerk | For Decision |
| Report author: David Arnold, Town Clerk's Department | |

Main Report

As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees/Boards should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.

The terms of reference of the Board of Governors of the City of London School for Girls are attached as an appendix to this report for your consideration.

The Board is currently scheduled to meet four times each year: twice in the autumn term, once in the spring term, and once in the summer term.

Recommendation(s)

That, subject to any comments, the terms of reference of the Board be approved for submission to the Court of Common Council as set out in the appendix.

The Board are also asked to consider the frequency of their meetings going forward.

Appendices

- Appendix 1 – Terms of Reference of the Board of Governors of the City of London School for Girls

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Appendix 1

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| PARMLEY, Mayor | RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 21st April 2016, doth hereby appoint the following Committee until the first meeting of the Court in April, 2017. |
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BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS

1. **Constitution**

A Non-Ward Committee consisting of,

- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman of the Board of Governors of City of London School
 - the Chairman of the Board of Governors of City of London Freeman's School
- up to six co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership 2016/17**

ALDERMEN

- 3 William Anthony Bowater Russell
- 2 John Garbutt

COMMONERS

- 3 (3) Emma Edhem, *for three years*
- 3 (3) Christopher Michael Hayward, *for three years*
- 8 (4) Clare James
- 4 (3) Nigel Kenneth Challis
- 3 (3) Nicholas Michael Bensted-Smith, J.P.
- 3 (3) Ann Holmes
- 2 (2) Randall Keith Anderson
- 15 (2) Tom Hoffman
- 15 (2) Sylvia Doreen Moys
- 20 (1) Dennis Cotgrove
- 16 (1) Richard David Regan, O.B.E., Deputy
- 27 (1) Sir Michael Snyder

together with :-

Prof. Anna Abulafia

Prof. John Betteridge

Dr. Stephanie Ellington

Elizabeth Phillips

Mary Robey

Richard Sermon M.B.E.

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**
To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the bursar.