

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL
Tuesday, 20 March 2018

Minutes of the meeting of the Board of Governors of the City of London School held
at Committee Rooms, Second Floor, West Wing, Guildhall on Tuesday, 20 March
2018 at 11.00 am

**PRIOR TO THE MEETING, GOVERNORS RECEIVED A PRESENTATION
BETWEEN 10.30AM-11.00AM FROM NEIL CORNWELL, DIRECTOR OF SPORT,
REGARDING SPORTS PROVISION AT CITY OF LONDON SCHOOL**

Present

Members:

Ian Seaton (Chairman)	Lord Levene of Portsoken (External Member)
Deputy James Thomson (Deputy Chairman)	Deputy Edward Lord
Alexander Barr	Christopher Martin (External Member)
Deputy Keith Bottomley	Sylvia Moys
Dominic Christian	Dame Mary Richardson (External Member)
Marianne Fredericks	Professor Michael Whitehouse (External Member)
Caroline Haines	

Officers:

Alan Bird	- Head
Dr Richard Brookes	- Senior Deputy Head
Charles Griffiths	- Bursar
Steven Reynolds	- Chamberlain's Department
Alistair MacLellan	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Roger Chadwick, Deputy Clare James, Alderman Vincent Keaveny, Ronel Lehmann and Tim Levene.

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 and non-public summary of the meeting held on 28 November 2018 be approved as a correct record.

4. MINUTES OF THE GOVERNANCE SUB-COMMITTEE - 23 FEBRUARY 2018

RESOLVED, that the draft minutes and non-public summary of the Governance Sub-Committee meeting held on 23 February be received.

5. MINUTES OF THE FINANCE AND ESTATES SUB-COMMITTEE MEETING - 27 FEBRUARY 2018

RESOLVED, that the draft minutes and non-public summary of the Finance and Estates Sub-Committee meeting held on 27 February 2018 be received.

6. **MINUTES OF THE ACADEMIC AND EDUCATION SUB-COMMITTEE MEETING - 27 FEBRUARY 2018**

RESOLVED, that the draft minutes and non-public summary of the Academic and Education Sub-Committee meeting held on 27 February 2018 be received.

7. **ANNUAL REVIEW OF TERMS OF REFERENCE**

Governors considered a report of the Town Clerk regarding the Annual Review of the Board's Terms of Reference. Governors agreed that no change was required to the Board's frequency of meetings. In response to a request from the Chairman, the Town Clerk agreed to clarify whether Common Council Governor appointments were valid until the April Court, or until the end of the academic year in July. Moreover the Town Clerk agreed to make clear that new Governors would be required to provide evidence of their Disclosure and Barring Service (DBS) check prior to taking up their duties as Governor.

RESOLVED, that the existing terms of reference be approved for submission to the Court of Common Council, and that any changes required in the lead up to the Court's appointment of Committees and Boards be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.

8. **HEAD'S REPORT**

Governors considered the Head's Public Report and the following points were made.

- The Head noted that, as per the report, the London Youth Choir's rental of School facilities was proceeding well, with up to 150 children attending rehearsals each week.
- The Head noted that he was now co-sponsor of the City of London Corporation's Pride Network.

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

There were no questions.

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

There was no other business.

11. **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 they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

12. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 28 November 2017 be approved as a correct record.

13. **NON-PUBLIC OUTSTANDING ACTIONS**

Governors considered a report of the Town Clerk regarding non-public outstanding actions.

14. **NON-PUBLIC MINUTES OF THE FINANCE AND ESTATES SUB-COMMITTEE - 27 FEBRUARY 2018**

Governors considered the draft non-public minutes, and recommendation therein, of the Finance and Estates Sub-Committee meeting held on 27 February 2018.

15. **NON-PUBLIC MINUTES OF THE ACADEMIC AND EDUCATION SUB-COMMITTEE - 27 FEBRUARY 2018**

Governors considered the draft non-public minutes, and recommendation therein, of the Academic and Education Sub-Committee meeting held on 27 February 2018.

16. **MATERNITY, ADOPTION AND SHARED PARENTAL PAY**

Governors considered a report of the Director of Human Resources (City of London Corporation) regarding maternity, adoption and shared parental pay.

17. **HARDSHIP BURSARY APPLICATIONS AND CASH FLOW FORECASTS**

Governors considered a joint report of the Chamberlain and Bursar regarding Hardship Bursary Applications and Cash Flow Forecasts.

18. **HEAD'S NON-PUBLIC REPORT**

Governors considered the Head's Non-Public Report.

19. **BURSARY FUNDING PROPOSED GOVERNANCE REVIEW**

Governors considered a joint report of the Head and Bursar regarding a proposed Governance Review of Bursary Funding.

20. **GATEWAY 1/2/3/4 - CITY OF LONDON SCHOOL SUMMER WORKS PROGRAMME**

Governors considered a combined Gateway1/2/3/4 report of the Head regarding the City of London School Summer Works Programme.

21. **GATEWAY 1/2/3/4 - CITY OF LONDON SCHOOL - REPLACEMENT HEAT SOURCE / BOILERS**

Governors considered a combined Gateway1/2/3/4 report of the Head regarding the replacement of the City of London School's Heat Source/Boilers.

22. **MANAGEMENT INFORMATION DASHBOARD**

Governors considered a joint report of the Chamberlain and Bursar regarding the Management Information Dashboard.

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

There were no non-public questions.

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

The Deputy Chairman was heard regarding one item of urgent business.

25. **CONFIDENTIAL MINUTES - 28 NOVEMBER 2018**

RESOLVED, that the confidential minutes of the meeting held on 28 November 2017 be approved as a correct record.

26. **CONFIDENTIAL SESSION**

The Head noted that he had no confidential issues to share with Governors.

27. **NON-PUBLIC MINUTES OF THE GOVERNANCE SUB-COMMITTEE - 23 FEBRUARY 2018**

Co-Opted Governors withdrew from the meeting at this point.

Governors considered a number of recommendations put forward by the Governance Sub-Committee at its meeting held on 23 February 2018.

The meeting ended at 1.21 pm

Chairman

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