

Report – Board of Governors of Guildhall School of Music and Drama

Amendments to Terms of Reference

To be presented on Thursday, 19th July 2018

To the Right Honourable The Lord Mayor, Aldermen and Commons of the City of London in Common Council assembled.

SUMMARY

The Court of Common Council is asked to consider and approve proposed amendments to the terms of reference of the Board of Governors of Guildhall School of Music and Drama (GSMD). These changes arise as a result of the introduction in April 2018 of the Office for Students, in place of the Higher Education Funding Council for England (HEFCE), as well as a review of the terms of reference by the Board's Governance and Effectiveness Sub Committee. The proposed amendments have been considered and endorsed by the Policy and Resources Committee and are presented to the Court for final approval.

RECOMMENDATIONS

It is recommended that the proposed amendments to the terms of reference of the Board of Governors of the Guildhall School of Music & Drama, set out in the appendix to this report, be approved.

MAIN REPORT

Background

1. In April 2018, the new Office for Students was introduced by the Government to replace the Higher Education Funding Council for England (HEFCE). The new body has taken on responsibility for the majority of those areas of work previously overseen by HEFCE, as well as some of the responsibilities of the Office for Fair Access. The remaining areas of HEFCE's former remit, relating to research, have transferred to United Kingdom Research & Innovation.
2. The current Terms of Reference for the Board of Governors make specific reference to HEFCE in a number of places; several amendments are therefore required to bring them up-to-date and reflect the changed circumstances.
3. The opportunity has also been taken to update some other outstanding minor anomalies, following a review undertaken by the Board's Governance and Effectiveness Sub Committee earlier this year.
4. The proposed amended terms of reference are set out as an appendix to this report, with the changes set out in bold and italics and deletions to current text crossed through. These amendments have been endorsed by the Policy and Resources Committee.

Conclusion

5. The Court of Common Council is asked to consider and approve the proposed amendments to the Board's terms of reference, as set out at Appendix 1.

All of which we submit to the judgement of this Honourable Court.

DATED this 24th day of May 2018.

SIGNED on behalf of the Board.

Vivienne Littlechild, J.P.

Chairman, Board of Governors of Guildhall School of Music and Drama

**Board of Governors of the Guildhall School of Music & Drama – Proposed
Amendments to Terms of Reference**

1. Constitution

A Non-Ward Committee consisting of,

- 11 Members elected by the Court of Common Council for a term of three years (renewable twice) at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Principal of the Guildhall School of Music & Drama
- one member of the Guildhall School academic staff to be elected by the Academic staff for a term of three years (renewable twice)
- one member of the Guildhall School administrative staff to be elected by such staff for a term of three years (renewable twice)
- one Guildhall student representative who shall normally be the President of the Students' Union
- up to six co-opted non-City of London Corporation Governors with appropriate expertise for a term of three years (renewable twice)

With the exception of the Principal, none of the ~~appointed~~ Governors shall serve on the Board for more than a maximum of nine years.

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

The Chairman of the Barbican Centre Board, the Chairman of the Culture, Heritage & Libraries Committee, ~~and one representative of the Centre for Young Musicians~~, ***and the Chairman of the Guildhall School Trust*** shall be permitted to attend the Board in a non-voting, advisory capacity.

2. Quorum

The quorum consists of any seven Common Council Governors plus three coopted Governors.

3. Terms of Reference

These terms of reference should be read in conjunction with the Guildhall School's Instrument & Articles of Government which lists the primary responsibilities of the Board of Governors. In summary, these are to be responsible for:-

(a) the approval of a strategic plan and the determination of the educational character and the mission/aims of the Guildhall School of Music & Drama and oversight of its activities, ***assuring itself that appropriate steps are being taken to deliver the strategic plan;***

(b) ***Institutional sustainability and*** the approval of an annual Business Plan, ***assuring itself that there are effective systems of control and risk management;***

(c) the approval of annual estimates of income and expenditure;

(d) the approval of the annual audited financial statements of the Guildhall School of Music & Drama;

(e) ***ensuring that the requirements of the Office for Students, UK Research & Innovation and other relevant statutory bodies are followed and compliance is monitored;***

(f) the appointment of the Principal of the Guildhall School of Music & Drama.
