



## **Board of Governors of the Guildhall School of Music and Drama**

**Date:** MONDAY, 12 MAY 2014

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

<b>Members:</b>	Deputy John Barker	Professor Barry Ife
	Deputy John Bennett	Jeremy Mayhew
	Sir Andrew Burns	Kathryn McDowell
	Christina Coker	Ann Pembroke
	Neil Constable	Alderman William Russell
	Ieuan Davies	John Scott
	Marianne Fredericks	Jeremy Simons
	Lucy Frew	Angela Starling
	Alderman David Graves	Vacancy (Co-opted Governor)
	Gareth Higgins	Vacancy (Staff Representative)
	Paul Hughes	

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**Lunch will be served in the Guildhall Club at 1pm**

**John Barradell**  
**Town Clerk and Chief Executive**

## **Principal's Introduction to the Agenda**

There are a number of items on today's agenda that affect the constitution of the governing body itself, including the annual election of the Chairman (item 4), Deputy Chairman (item 5) and appointments to committees (item 6). Re-appointments are also proposed of five of the six non-City governors, together with the appointment of a new non-City governor whose nomination arises from a need identified in the recent skills audit (item 12) for more expertise in institutional development and fundraising (item 20).

The remaining items are of a more routine nature: the School's overall position is good, with the success of the TDAP application a major point of interest. In addition, there are a number of nominations for awards that mark growing public and sector recognition of the School's achievements (item 11). The current financial position is satisfactory (item 24), and the School is pleased to report considerable progress on the establishment of an enterprise arm, which will be the subject of an oral presentation (item 13).

Other matters for consideration and decision include: recommendations from the Nominations Committee for fellowships and honorary fellowships (item 21); headline fees for the 2015/16 academic year (item 23 – these will be subject to confirmation at the September meeting, but are recommended at this stage so that they can be placed on the website to inform prospective applicants); and the annual proposed Access Agreement (item 22) with the Office of Fair Access (OFFA), which is a condition of being able to charge the full £9,000 fee to home and other-EU undergraduate students.

Finally, the Board is asked to approve proposals for the refurbishment of accommodation in the Silk St building.

Those items which it is proposed can be approved or noted without discussion are marked with a star (\*). It is open to any Governor to request that an item be unstarred and subject to discussion. Governors may inform the Town Clerk of this request prior to the meeting, or the Chairman at the start of the meeting.

### **Part 1 - Public Agenda**

1. **APOLOGIES**

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

3. **ORDER OF THE COURT OF COMMON COUNCIL**

To receive the Order of the Court of Common Council, 1 May 2014, appointing the Board and approving its Terms of Reference (circulated separately).

**For Information**

4. **ELECTION OF CHAIRMAN**

To elect a Chairman in accordance with Standing Order No. 29.

**For Decision**

5. **ELECTION OF DEPUTY CHAIRMAN**

To elect a Deputy Chairman in accordance with Standing Order No. 30.

**For Decision**

6. **APPOINTMENT OF SUB COMMITTEES FOR 2014/15**

Report of the Town Clerk.

**For Decision**  
(Pages 1 - 18)

7. **PUBLIC MINUTES**

To agree the public minutes and summary of the meeting held on 24 February 2014.

**For Decision**  
(Pages 19 - 24)

8. **\*PUBLIC MINUTES OF THE SKILLS WORKING PARTY**

To receive the public minutes of the Skills Working Party meetings held on 14 February 2014 and 14 April 2014.

**For Information**  
(Pages 25 - 34)

9. **\*PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**

To receive the public minutes of the Finance & Resources Committee held on 9 April 2014.

**For Information**  
(Pages 35 - 36)

10. **\*PUBLIC MINUTES OF THE NOMINATIONS COMMITTEE**

To receive the public minutes of the Nominations Committee held on 2 May 2014 (To Follow).

**For Information**

11. **PRINCIPAL'S GENERAL REPORT**

Report of the Principal.

**For Information**  
(Pages 37 - 44)

12. **SKILLS & EFFECTIVENESS REVIEW 2014**

Report of the Town Clerk.

**For Decision**  
(Pages 45 - 90)

13. **ENTERPRISE - PRESENTATION**

Oral presentation.

**For Information**

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

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

16. **EXCLUSION OF THE PUBLIC**

**MOTION** - 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 that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**Part 2 - Non Public Agenda**

17. **NON PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 24 February 2014.

**For Decision**  
(Pages 91 - 94)

18. **\*NON PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**  
To receive the non-public minutes of the Finance & Resources Committee held on 9 April 2014.  
**For Information**  
(Pages 95 - 98)
19. **\*NON PUBLIC MINUTES OF THE NOMINATIONS COMMITTEE**  
To receive the non-public minutes of the Nominations Committee held on 2 May 2014 (To Follow).  
**For Information**
20. **PROPOSALS FOR THE RE-APPOINTMENT OF FIVE NON-CITY GOVERNORS AND THE APPOINTMENT OF A NEW NON-CITY GOVERNOR**  
Report of the Principal.  
**For Decision**  
(Pages 99 - 102)
21. **RECOMMENDATION FOR FELLOWSHIPS AND HONORARY FELLOWSHIPS, 2014**  
Report of the Principal.  
**For Decision**  
(Pages 103 - 112)
22. **ACCESS AGREEMENT 2015**  
Report of the Principal.  
**For Information**  
(Pages 113 - 130)
23. **HEADLINE FEES 2015/16**  
Report of the Principal.  
**For Decision**  
(Pages 131 - 136)
24. **FINANCE REVIEW**  
Report of the Chief Operating & Financial Officer (To Follow).  
**For Information**
25. **REFURBISHMENT AND MODIFICATION OF ACCOMMODATION IN SILK STREET BUILDING**  
Report of the Principal.  
**For Decision**  
(Pages 137 - 150)

26. **DECISIONS TAKEN UNDER URGENCY PROCEDURES**

Report of the Town Clerk.

**For Information**  
(Pages 151 - 152)

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

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

**Governors Only**

29. **CONFIDENTIAL MINUTES**

To agree the confidential 'Governors Only' minutes of the meeting held on 24 February 2014 (circulated separately).

**For Decision**