



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

**Date:** MONDAY, 9 MAY 2016

**Time:** 1.45 pm

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

**Members:**

Deputy John Barker	Michael Hoffman
Deputy John Bennett	Professor Barry Ife
Sir Andrew Burns	Vivienne Littlechild
Deputy John Chapman	Jeremy Mayhew
Christina Coker	Kathryn McDowell
Marianne Fredericks	Alderman William Russell
Lucy Frew	Jeremy Simons
Alderman David Graves	Alex Tostdevine
Jo Hensel	Vacancy
Gareth Higgins	Vacancy
	Vacancy

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**Lunch will be served in the Guildhall Club at 1pm**  
**NB: Part of this meeting could be the subject of audio or video recording**

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

# **AGENDA**

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

The principal item for the Board's consideration at this time of year is the annual grant letter from HEFCE, received on 19 April. This letter reported the outcome of the institution-specific funding review, to which the School made a submission last September, and allocated provisional teaching, research and other grants for the academic year 2016/17.

This year's letter arrived later than usual, following a delay in the government's grant letter to HEFCE. For this reason, grant allocations have coincided with the run-up to the 5 May elections, and the contents of the grant letter have been embargoed to 6 May. A report and analysis of the outcomes and implications will be circulated to the Board electronically on 6 May in time for discussion on 9 May (item 15). The finance review will also be circulated electronically once the year-end position has been clarified (item 23).

Other items for consideration and decision are the revised strategic plan (item 9 – this draft will require some further amendment in the light of the grant letter) and the fees schedule (item 20). The strategic plan has been subject to a 'light touch' update so that it can be included in the recruitment pack for the new Principal. The fees schedule is for publication in advance of the opening date for applications for admission in 2017.

The School has also been advancing work on a fundraising Case for Support. A copy of the full case is submitted for consideration and approval (item 17 ) and an early design of an abbreviated text will be tabled at the meeting.



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, 21 April 2016, appointing the Board and approving its terms of reference.

**For Information**  
(Pages 1 - 2)

4. **ELECTION OF CHAIRMAN**

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

**For Decision**

5. **ELECTION OF DEPUTY CHAIRMAN**

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

**For Decision**

6. **PUBLIC MINUTES**

To agree the public minutes and summary of the meeting held on 22 February 2016.

**For Decision**  
(Pages 3 - 6)

7. **APPOINTMENT OF SUB COMMITTEES**

Report of the Town Clerk.

**For Decision**  
(Pages 7 - 24)

8. **PRINCIPAL'S GENERAL REPORT**

Report of the Principal.

**For Information**  
(Pages 25 - 32)

9. **STRATEGIC PLAN, APRIL 2016 REVISION**

Report of the Principal.

**For Decision**  
(Pages 33 - 44)

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

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

12. **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**

13. **NON PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 22 February 2016.

**For Decision**  
(Pages 45 - 48)

14. **HEFCE RISK LETTER**

Report of the Principal.

**For Information**  
(Pages 49 - 54)

15. **HEFCE RISTA OUTCOME AND 2016/17 GRANT LETTER**

**N.B:** The outcome of the review of institution-specific targeted allocations (RISTA) and the associated provisional grant allocations for the 2016/17 academic year are embargoed until Friday 6 May. A report and analysis will be circulated electronically to Board members on 6 May for discussion at this agenda item.

**For Discussion**

16. **BOARD MEMBERSHIP**

Report of the Principal.

**For Decision**  
(Pages 55 - 58)

17. **FUNDING CASE FOR SUPPORT**

Report of the Head of Development, Guildhall School of Music & Drama.

**For Information**  
(Pages 59 - 66)

18. **RECOMMENDATION FOR FELLOWSHIPS AND HONORARY FELLOWSHIPS, 2016**

Report of the Principal.

**For Decision**  
(Pages 67 - 78)

19. **GUILDHALL SCHOOL SUNDIAL COURT AND STUDENT ACCOMMODATION STRATEGY**

Report of the City Surveyor.  
**N.B: REPORT TO FOLLOW**

**For Decision**

20. **TUITION FEE SCHEDULE**

Report of the Principal.  
**N.B: REPORT TO FOLLOW.**

**For Decision**

21. **ACCESS AGREEMENT 2017**

Report of the Principal.

**For Information**  
(Pages 79 - 102)

22. **UPDATE ON CAPITAL WORKS - MARCH 2016**

Report of the Principal.

**For Decision**  
(Pages 103 - 112)

23. **FINANCE UPDATE**

Report of the Chief Operating and Financial Officer.  
**N.B: REPORT TO FOLLOW**

**For Information**

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

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

**Part 3 - Confidential Agenda**

26. **UPDATE ON THE APPOINTMENT OF A PRINCIPAL**

**For Information**