



Board of Governors of the City of London Freemen's School

Date: TUESDAY, 29 NOVEMBER 2016

Time: 10.30 am

Venue: CITY OF LONDON FREEMEN'S SCHOOL, ASHTEAD PARK, SURREY,
KT21 1ET

Members:

Deputy Roger Chadwick (Chairman)	Hugh Morris
Stuart Fraser (Deputy Chairman)	Graham Packham
Deputy John Bennett	Adam Richardson
Nicholas Goddard (Co-Opted Member)	Alderman Matthew Richardson
Alderman Timothy Hailes	Deputy Elizabeth Rogula
Deputy Brian Harris	Ian Seaton (Ex-Officio Member)
Michael Hudson	Councillor Chris Townsend (Co-Opted Member)
Clare James (Ex-Officio Member)	Philip Woodhouse
Vivienne Littlechild	Gillian Yarrow (Co-Opted Member)
Andrew McMillan (Co-Opted Member)	

Enquiries: David Arnold
tel. no.: 020 7332 1174
david.arnold@cityoflondon.gov.uk

Lunch will be served at the rising of the Board meeting
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. a) **MINUTES OF THE BOARD OF GOVERNORS**
To agree the public minutes and summary of the meeting held on 3 October 2016.

For Decision
(Pages 1 - 4)
- b) **MINUTES OF THE ACADEMIC & EDUCATION SUB-COMMITTEE**
To note the draft public minutes of the meeting held on 14 November 2016.

For Information
(Pages 5 - 6)
- c) **MINUTES OF THE FINANCE, GENERAL PURPOSES & ESTATES SUB-COMMITTEE**
To note the draft public minutes of the inquorate meeting held on 14 November 2016.

For Information
(Pages 7 - 10)
4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**
Report of the Town Clerk.

For Decision
(Pages 11 - 14)
5. **NEW MANAGING PEOPLE POLICY AND REVISED DISCIPLINARY AND GRIEVANCE PROCEDURES**
Report of the Director of Human Resources.

For Decision
(Pages 15 - 42)
6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
8. **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.

For Decision

Part 2 - Non-Public Agenda

9. a) **NON-PUBLIC MINUTES OF THE BOARD OF GOVERNORS**
To agree the non-public minutes of the meeting held on 3 October 2016.
For Decision
(Pages 43 - 46)
- b) **NON-PUBLIC MINUTES OF THE ACADEMIC & EDUCATION SUB-COMMITTEE**
To note the draft non-public minutes of the meeting held on 14 November 2016.
For Information
(Pages 47 - 48)
- c) **NON-PUBLIC MINUTES OF THE FINANCE, GENERAL PURPOSES & ESTATES SUB-COMMITTEE**
To note the draft non-public minutes of the inquorate meeting held on 14 November 2016.
For Information
(Pages 49 - 50)
10. **GATEWAY 1-2 PROJECT PROPOSAL: 2016 MASTERPLAN**
Joint report of the Headmaster and the City Surveyor.
For Decision
(Pages 51 - 60)
11. **HEADMASTER'S REPORT**
Report of the Headmaster.
For Decision
(Pages 61 - 106)
12. **IT DEPARTMENT RESTRUCTURE**
Report of the Headmaster.
For Decision
(Pages 107 - 112)
13. **HEAD OF JUNIOR SCHOOL REPORT**
Report of the Headmaster.
For Information
(Pages 113 - 116)
14. **ARREARS OF FEES**
Report of the Headmaster.
For Information
(Pages 117 - 118)

15. **OUTREACH REPORT**
Report of the Headmaster.
For Information
(Pages 119 - 124)
16. **HEALTH AND SAFETY**
Report of the Headmaster.
For Information
(Pages 125 - 130)
17. **RISK REGISTER UPDATE**
Report of the Headmaster.
For Information
(Pages 131 - 138)
18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda

20. **HEAD TEACHERS INCREMENTAL PROGRESSION AND PERFORMANCE ASSESSMENT**
Report of the Director of Human Resources.
For Decision