



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

Date: MONDAY, 25 SEPTEMBER 2017

Time: 11.00 am

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

Members:

Deputy Roger Chadwick (Chairman)	Hugh Morris
Deputy Philip Woodhouse (Deputy Chairman)	Graham Packham
Stuart Fraser	Deputy Elizabeth Rogula
Deputy John Bennett	Councillor Chris Townsend
Nicholas Goddard	Alderman Dame Fiona Woolf
Michael Hudson	Gillian Yarrow
Alderman Alastair King	Deputy Clare James, Farringdon Within South Side (Ex-Officio Member)
Vivienne Littlechild	Ian Seaton (Ex-Officio Member)
Andrew McMillan	

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LUNCH WILL BE AVAILABLE AT THE RISING OF THE COMMITTEE

**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. **MINUTES**

To agree the public minutes and summary of the meeting held on 8 June 2017.

For Decision
(Pages 1 - 6)

4. **MINUTES OF THE FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE**

To receive the public minutes of the meeting held on 19 June 2017.

For Information
(Pages 7 - 10)

5. **MINUTES OF THE ACADEMIC AND EDUCATION SUB-COMMITTEE**

To receive the public minutes of the meeting held on 19 June 2017.

For Information
(Pages 11 - 14)

6. **REVENUE OUTTURN 2016/17**

Report of the Chamberlain and the Headmaster.

For Information
(Pages 15 - 28)

7. **DRAFT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017 FOR THE CHARITIES ADMINISTERED IN CONNECTION WITH THE CITY OF LONDON FREEMEN'S SCHOOL**

Report of the Chamberlain.

For Decision
(Pages 29 - 48)

8. **THE CITY OF LONDON FREEMEN'S SCHOOL BURSARY FUND DRAFT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

Report of the Chamberlain.

For Decision
(Pages 49 - 68)

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
11. **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

12. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 8 June 2017.

For Decision
(Pages 69 - 74)

13. **NON-PUBLIC MINUTES OF THE FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE**

To receive the non-public minutes of the Finance, General Purposes and Estates Sub-Committee held on 19 June 2017.

For Information
(Pages 75 - 78)

14. **NON-PUBLIC MINUTES OF THE ACADEMIC AND EDUCATION SUB-COMMITTEE**

To receive the non-public minutes of the Academic and Education Sub-Committee meeting held on 19 June 2017.

For Information
(Pages 79 - 82)

15. **CORPORATE CATERING SERVICES - PROCUREMENT STAGE 1**

Report of the Chamberlain and the Facilities Services Category Board.

For Decision
(Pages 83 - 96)

16. **HEADMASTER'S REPORT**

Report of the Headmaster of the City of London Freemen's School.

For Decision
(Pages 97 - 130)

17. **HEAD OF JUNIOR SCHOOL REPORT**

Report of the Head of the Junior School.

For Information
(Pages 131 - 136)

18. **BURSAR'S REPORT**

Report of the Headmaster.

a) Health and Safety report

For Decision
(Pages 137 - 156)

b) Risk Register

For Information
(Pages 157 - 168)

c) Catering, Cleaning and Housekeeping

For Decision
(Pages 169 - 200)

19. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY (OR URGENCY)**

Report of the Town Clerk.

For Information
(Pages 201 - 202)

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

21. **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

22. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meeting held on 8 June 2017.

For Decision
(Pages 203 - 204)