



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

**Date:** MONDAY, 19 FEBRUARY 2018

**Time:** 1.45 pm

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

**Members:**

Deputy John Bennett (Chairman)	Shreela Ghosh
Vivienne Littlechild (Deputy Chairman)	Alderman David Graves
Sir Andrew Burns	Jo Hensel
Deputy Michael Cassidy	Gareth Higgins
John Chapman	Michael Hoffman
Christina Coker O.B.E.	Jeremy Mayhew
Felicity Chilton	Graham Packham
Professor Geoffrey Crossick	Alderman William Russell
Stuart Fraser	Jeremy Simons
Marianne Fredericks	Lynne Williams

**Enquiries:** Martin Newton  
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**Lunch will be served in the Guildhall Club at 1pm**

**John Barradell  
Town Clerk and Chief Executive**

# **AGENDA**

## **Centre for Music - Presentation to the Board**

Governors are asked to note that at the conclusion of the meeting they will receive a short presentation on the Centre for Music from a member of the design team.

**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. **PUBLIC MINUTES**

To agree the public minutes of the meeting held on 20 November 2017.

**For Decision**  
(Pages 1 - 8)

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

To receive the public minutes of the Finance & Resources Committee held on 8 January 2018.

**For Information**  
(Pages 9 - 10)

5. **\* PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**

To receive the public minutes of the Audit & Risk Management Committee held on 31 January 2018. TO FOLLOW

**For Information**

6. **\* TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**

Report of the Town Clerk.

**For Decision**  
(Pages 11 - 14)

7. **OUTSTANDING ISSUES**

Report of the Town Clerk.

**For Information**  
(Pages 15 - 16)

8. **PRINCIPAL'S GENERAL REPORT**

Report of the Principal.

**For Information**  
(Pages 17 - 24)

9. **ANNUAL RESEARCH & KNOWLEDGE EXCHANGE REPORT FOR 2016/17**

Report of the Principal.

**For Information**  
(Pages 25 - 36)

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 20 November 2017.

**For Decision**  
(Pages 37 - 42)

14. **\* NON PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**

To receive the non-public minutes of the Finance & Resources Committee held on 8 January 2018.

**For Information**  
(Pages 43 - 46)

15.    **\* NON PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**  
To receive the non-public minutes of the Audit & Risk Management Committee held on 31 January 2018. TO FOLLOW  
  
**For Information**
16.    **PRINCIPAL'S GENERAL REPORT**  
Report of the Principal.  
  
**For Information**  
(Pages 47 - 54)
17.    **\* ANNUAL WAIVERS REPORT 2016/17**  
Report of the Chamberlain.  
  
**For Information**  
(Pages 55 - 64)
18.    **ACCESS MONITORING RETURN 2016/17**  
Report of the Principal.  
  
**For Information**  
(Pages 65 - 74)
19.    **STUDENT PROTECTION PLAN**  
Report of the Principal.  
  
**For Decision**  
(Pages 75 - 82)
20.    **SCHOOL RISK REGISTER**  
Report of the Principal.  
  
**For Information**  
(Pages 83 - 114)
21.    **\* ANNUAL TRANSPARENT APPROACH TO COSTING (TRAC) RETURN 2016/17**  
Report of the Principal.  
  
**For Information**  
(Pages 115 - 132)

22. **\* FINANCE REVIEW**

Report of the Principal.

**For Information**  
(Pages 133 - 136)

23. **ANNUAL EFFICIENCY RETURN**

Report of the Principal. TO FOLLOW

**For Information**

24. **HONORARY MEMBERSHIP**

Report of the Town Clerk.

**For Decision**  
(Pages 137 - 140)

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

26. **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**

27. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meeting held on 20 November 2017.

**For Decision**

28. **BARBICAN CENTRE AND GUILDHALL SCHOOL OF MUSIC AND DRAMA - IT RESTRUCTURE**

Report of Head of Finance and Business Administration.

**For Decision**