

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC AND DRAMA

Monday, 24 September 2018

Minutes of the meeting of the Board of Governors of the Guildhall School of Music and Drama held at Committee Rooms - Committee Rooms on Monday, 24 September 2018 at 1.45 pm

Present

Members:

Vivienne Littlechild (Chairman)	Stuart Fraser
Deputy John Bennett (Deputy Chairman)	Marianne Fredericks
Randall Anderson	Shreela Ghosh
Sir Andrew Burns	Gareth Higgins
Deputy Michael Cassidy	Ann Holmes
John Chapman	Graham Packham
Christina Coker O.B.E.	Alderman William Russell
Felicity Chilton	Lynne Williams
Professor Geoffrey Crossick	

In Attendance

Nicy Roberts (CYM representative)

Officers:

Hannah Bibbins	- Guildhall School of Music and Drama
Michael Bradley	- City Surveyor's Department
Sean Gregory	- Barbican Centre
Graeme Hood	- Guildhall School of Music and Drama
Katharine Lewis	- Guildhall School of Music and Drama
Alison Mears	- Guildhall School of Music and Drama
Jeremy Newton	- Guildhall School of Music and Drama
Martin Newton	- Town Clerk's Department
Jonathon Poynor	- Barbican Centre
Jonathan Vaughan	- Guildhall School of Music and Drama
Sarah Wall	- Chamberlain's Department

1. APOLOGIES

Apologies were received from Jeremy Mayhew and Andy Taylor.

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

There were no declarations.

3. **PUBLIC MINUTES**

RESOLVED – That the public minutes of the meeting held on 23 July 2018 be approved as a correct record, subject to the inclusion of Jeremy Newton (GSMD) and Nicy Roberts (CYM) in the list of attendees and the correction of a typographical error on item 9 to substitute ‘production arts’ for the incorrect ‘so dance’.

The following matter was raised:-

- Responding to a question from a Governor about staff being able to individually procure IT equipment, the Principal confirmed that the school’s new digital strategy was in the process of being established and associated issues would be addressed by this.

4. **APPOINTMENTS TO SUB COMMITTEES AND DATES OF MEETINGS**

The Board had before them the report by the Town Clerk on appointments to Sub Committees and dates of future meetings. After discussion, during which the Principal informed members of the proposed co-option of Gary McQueen (West End producer) to the work of the Board and its sub committees, it was

RESOLVED – That

(a) the position on membership of the Board’s sub committees for 2018/19 be noted;

(b) John Chapman be appointed to the Audit & Risk Management Committee instead of the Finance and Resources Committee;

(c) Deputy Michael Cassidy be appointed to the Governance and Effectiveness Committee;

(d) Michael Hoffman be appointed to the Finance and Resources Committee;

(e) Professor Geoff Crossick be appointed to the Finance and Resources Committee instead of the Nominations Committee;

(f) further consideration of Gary McQueen as a possible future co-opted member be referred to the Nominations Committee; and

(f) the dates of future Board and Sub Committee meetings be noted.

5. **OUTSTANDING ACTIONS**

The Board considered the Town Clerk’s update on outstanding actions.

It was noted that a paper would be presented to the November Board meeting on the School’s estate, including teaching and office space requirements. The Town Clerk also referred to a typographical error on page 12 of the agenda pack, where ‘production arts’ should be substituted for the incorrect ‘so dance’.

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6. PRINCIPAL'S PUBLIC REPORT

Members had before them the Principal's public report. The Board proceeded to discuss aspects of the paper relating to the highlights of the School's departments across the year, grouped under quality of teaching and learning and organisational sustainability. In particular, the School's partnership with Islington Council in relation to the new Islington Music Education Hub commencing in October 2018 was noted and discussed.

In considering future partnerships, the Principal confirmed that the School was mindful of Office for Students requirements for widening participation and appropriate ways of measuring progress. The challenges for achieving this were noted in the context of a reducing background for music education provision, etc in state secondary schools, although the GYA provided demonstrable evidence of the School's efforts in this area.

The Board agreed that the submitted information in the report was useful and that further refinement to add context on achievements would add further value.

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7. SAFEGUARDING POLICY

The meeting then considered the report by the Safeguarding Lead on a revised Safeguarding Policy.

A Governor commended the flowchart policy diagram on pages 29-30 of the agenda pack and it was suggested that this could be shared as appropriate with other CoL schools. It was noted that local contact details could be included in the appendix.

RESOLVED – That the revised Safeguarding Policy be approved.

8. ASSURANCES: THE PROMOTION OF EQUALITY AND DIVERSITY

The Board had before it the joint report by the Head of HR (GSMD and Barbican) and the Secretary and Dean of Studies on Assurances: the promotion of equality and diversity. After discussion, during which a Governor commented that it would be necessary for policy implementation to go forward as these areas evolve, it was

RESOLVED – That the report be received and that the Board confirms that the action plan update provides sufficient evidence to be satisfied about its responsibilities in respect of equality and diversity.

9. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD

There were no public matters relating to the work of the Board.

10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no public business that the Chairman considered urgent.

11. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the remaining items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Local Government Act.

12. **NON PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 23 July 2018 be approved as a correct record, subject to a minor amendment to item 17.

13. **PRINCIPAL'S NON-PUBLIC REPORT**

The Board considered the Principal's non public report.

Governors raised the matter of the recent NSS and WSS results reported on pages 73 to 75. It was noted that the NSS results were particularly disappointing. The Board were informed by the Principal that overall survey results could sometimes be affected by small areas of dissatisfaction in certain areas. An example of this was in catering where cost was always a cause of complaint. The Principal undertook to report back to the Board at each meeting updating Governors on measures taken to address identified areas of concern.

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14. **ANNUAL SAFEGUARDING REPORT**

Members considered the report by the Safeguarding Lead on the Annual Safeguarding Report.

15. **ADVANCEMENT STRATEGY**

The Board had before them the report by the Vice Principal and Director of Advancement on Advancement Strategy.

16. **STANDING ORDER NO. 40**

RESOLVED – That the meeting continue after the usual 2 hour deadline to consider the remaining business.

17. **CAPITAL CAP UPDATE**

The Board considered the report by the Director of Operations and Buildings on the Capital Cap Update.

18. **FINANCIAL FORECAST TO OFFICE FOR STUDENTS**

The Committee then considered the report by the Group Accountant on the Financial Forecast to the Office for Students 2018-2023.

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

There were no questions.

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

There was no urgent non public business.

The meeting ended at 4.01 pm

Chairman

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