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Board of Governors of the City of London School for Girls

Date: **MONDAY, 7 OCTOBER 2019**

Time: 11.00 am

Venue: **CITY OF LONDON SCHOOL FOR GIRLS - ST GILES TERRACE, BARBICAN, EC2Y 8BB**

Members:

Nicholas Bensted-Smith (Chairman)
Deputy Clare James (Deputy Chairman)
Rehana Ameer
Randall Anderson
Peter Bennett
Alderman Emma Edhem
Alderman Prem Goyal
Deputy Tom Hoffman (Chief Commoner)
Sylvia Moys
Dhruv Patel
Deputy Richard Regan
Sir Michael Snyder
Professor Anna Sapir Abulafia (External Member)
Dr. Stephanie Ellington (External Member)
Soha Gawaly (External Member)
Mary Ireland (External Member)
Elizabeth Phillips (External Member)
Deputy James Thomson (Ex-Officio Member)
Deputy Philip Woodhouse (Ex-Officio Member)

Enquiries: **Kerry Nicholls**
kerry.nicholls@cityoflondon.gov.uk

Next Meeting Date: 11.00am, Monday 2 December 2019 (Guildhall)

N.B. Part of this meeting may be subject to audio-visual 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. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 10 June 2019.

For Decision
(Pages 1 - 8)

4. **SUB-COMMITTEE MINUTES**

a) Minutes of Bursary Committee held on 20 June 2019 (Pages 9 - 10)

To receive the public minutes and non-public summary of the Bursary Committee meeting held on 20 June 2019.

For Information

5. **VOTE OF THANKS TO PREVIOUS CHAIRMAN**

The Chairman to be heard.

6. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 11 - 12)

7. **REAPPOINTMENT OF CO-OPTED GOVERNOR**

For Decision
(Pages 13 - 16)

8. **CHAIRMANSHIP OF FINANCE SUB-COMMITTEE**

The Town Clerk to be heard.

For Decision

9. **REPORT OF THE HEADMISTRESS**

Report of the Headmistress of the City of London School for Girls.

For Information
(Pages 17 - 22)

10. **THE CITY OF LONDON CORPORATION'S INDEPENDENT SCHOOLS AND PARENT GOVERNORS**

Report of the Town Clerk and Comptroller, with an excerpt from the minutes of the Policy and Resources Committee's meeting held 4 July 2019.

For Information
(Pages 23 - 44)

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

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

13. **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

14. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 10 June 2019.

For Decision
(Pages 45 - 52)

15. **NON-PUBLIC SUB-COMMITTEE MINUTES**

a) Non-Public Minutes of Academic Working Party held on 25 September 2019 (To Follow)

To receive the non-public minutes of the Academic Working Party meeting held on 25 September 2019.

b) Non-Public Minutes of Bursary Committee held on 20 June 2019 (Pages 53 - 56)

To receive the non-public minutes of the Bursary Committee meeting held on 20 June 2019.

For Information

16. **NON-PUBLIC OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 57 - 58)

17. **REPORT OF THE HEADMISTRESS**

Report of the Headmistress of the City of London School for Girls.

For Decision
(Pages 59 - 148)

18. **BREXIT IMPACT UPDATE**

Report of the Headmistress of the City of London School for Girls.

For Information
(Pages 149 - 154)

19. **EXAMINATION RESULTS PRESENTATION**

The Deputy Head (Academic) to be heard.

For Information

20. **CLSG EXPANSION UPDATE**

The Bursar of the City of London School for Girls to be heard.

For Information

21. **REVENUE OUTTURN 2018/19**

Joint report of the Chamberlain and the Bursar of the City of London School for Girls

For Information
(Pages 155 - 164)

22. **FINANCIAL INFORMATION DASHBOARD**

Joint report of the Chamberlain and the Bursar of the City of London School for Girls

For Information
(Pages 165 - 178)

23. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

For Information
(Pages 179 - 180)

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 AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

26. **PART 3 - CONFIDENTIAL AGENDA - CIRCULATED SEPARATELY**

27. **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 10 JUNE 2019**

To agree the confidential minutes of the meeting held on 10 June 2019.

For Decision

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Monday, 10 June 2019

Minutes of the meeting of the Board of Governors of the City of London School for Girls held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 10 June 2019 at 11.00 am

Present

Governors:

Nicholas Bensted-Smith (Chairman)
Rehana Ameer
Randall Anderson
Alderman Emma Edhem
Deputy Tom Hoffman (Chief Commoner)
Sylvia Moys
Dhruv Patel
Peter Bennett
Deputy Richard Regan
Mary Ireland (External Member)
Elizabeth Phillips (External Member)
Deputy Philip Woodhouse (Ex-Officio Member)

Officers:

Polly Dunn	-	Town Clerk's Department
Alistair MacLellan	-	Town Clerk's Department
Steve Reynolds	-	Chamberlain's Department
Mohamed Dahiye	-	City Surveyor's Department
Susie Gilham	-	Deputy Head (Pastoral)
Ena Harrop	-	Headmistress
Alan Bubbear	-	Bursar

1. **APOLOGIES**
Alderman Emma Edhem was in the Chair.

Apologies for absence were received from Professor Anna Sapir Abulafia, Tijs Broeke, Deputy Clare James, Deputy Robert Merrett, Sir Michael Snyder and Deputy James Thomson.

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
There were no declarations.

3. **ORDER OF THE COURT OF COMMON COUNCIL**
RESOLVED - That the Order of the Court of Common Council dated 25 April 2019 appointing the Board of Governors for 2019/20 and setting out its terms of reference be received.

4. **ELECTION OF CHAIRMAN**
In accordance with Standing Order 29, the Town Clerk read a list of names of Governors eligible to take the Chair. Nicholas Bensted-Smith, being the only Governor indicating his willingness to serve, was elected Chairman for the ensuing year.

The Chairman welcomed Peter Bennett and Alderman Prem Goyal to the Board of Governors and thanked Tijs Broeke who was standing down from the Board in July 2019.

The Chairman also thanked outgoing Chairman, Deputy Clare James for her excellent work in leading the Board over the past three years. Deputy Richard Regan moved that a vote of thanks for the outgoing Chairman be heard at the next meeting of the Board of Governors on 7 October 2019, a motion that was seconded and agreed unanimously.

5. **ELECTION OF DEPUTY CHAIRMAN**

In accordance with Standing Order 30, Deputy Clare James exercised her right as immediate past Chairman and was appointed Deputy Chairman for the ensuing year.

6. **MINUTES**

RESOLVED - That the minutes of the meeting held on 4 March 2019 be approved as a correct record.

7. **SUB-COMMITTEE MINUTES**

a) **Minutes of Reference Sub-Committee held on 22 May 2019**

RESOLVED - That the public minutes and non-public summary of the Reference Sub-Committee meeting held on 22 May 2019 be received.

b) **Minutes of Reference Sub-Committee held on 14 March 2019**

RESOLVED - That the public minutes and non-public summary of the Reference Sub-Committee meeting held on 14 March 2019 be received.

c) **Minutes of Bursary Committee held on 1 March 2019**

RESOLVED - That the public minutes and non-public summary of the Bursary Committee meeting held on 1 March 2019 be received.

d) **Minutes of Reference Sub-Committee held on 11 February 2019**

RESOLVED - That the public minutes and non-public summary of the Reference Sub-Committee meeting held on 11 February 2019 be received.

8. **PROPOSAL TO CONVENE FINANCE SUB-COMMITTEE**

Members agreed to vary the order of items on the agenda so that Item 9 was considered next. The Board therefore considered a report of the Town Clerk outlining a proposal to convene a Finance Sub-Committee for the 2019-20 academic year and the following points were made.

- The Chairman noted that he would chair the Finance Sub-Committee in the interim period before a dedicated Finance Chairman was appointed at the October 2019 Board of Governors meeting.
- The composition of the Finance-Sub Committee should be expanded by one to allow all interested Governors to serve.

RESOLVED - That:

- The Finance (City of London School for Girls) Sub-Committee be convened for the 2019-20 academic year.

- The terms of reference and composition of the Finance (City of London School for Girls) Sub-Committee be approved, subject to the comments made.

- The following appointments be made to the Finance (City of London School for Girls) Sub-Committee:

    - Nicholas Bensted-Smith (Chairman)
    - Deputy Clare James
    - Randall Anderson
    - Peter Bennett
    - Alderman Emma Edhem
    - Alderman Prem Goyal
    - Deputy Richard Regan
    - Sir Michael Snyder

9. **APPOINTMENT OF SUB-COMMITTEES AND WORKING PARTIES, AGBIS REPRESENTATIVE AND DESIGNATED ROLES**

The Board considered a report of the Town Clerk regarding the appointment of Sub-Committees and Working Parties, Association of Governing Bodies of Independent Schools Representative and Governors' Designated Roles for the 2019-20 academic year.

RESOLVED - That:

- Nick Bensted-Smith be appointed the School's representative to the Association of Governing Bodies of Independent Schools for the 2019-20 academic year;

- That Governor's Designated Roles for the 2019-20 academic year be agreed as follows:

Compliance	Randall Anderson
Creative Arts	Sylvia Moys
Extra-curricular	Deputy Richard Regan
Fundraising	Soha Gawaly
Health and Safety	Peter Bennett
Humanities	Professor Anna Sapir Abulafia
IT	Rehana Ameer
Modern Foreign Languages	Emma Edhem
PE	Deputy Tom Hoffman
Prep School	Elizabeth Phillips
Sixth Form and Careers	Dr Stephanie Ellington
Safeguarding	Mary Ireland
SEND	Dhruv Patel
STEM	Deputy Clare James
Teacher Recruitment	Mary Ireland
Wellbeing	Alderman Prem Goyal

- The terms of reference of the Committees and Working Parties of the Board be approved, and the terms of reference and composition of the Teachers' Pay Panel be noted.

- The following appointments be made to the Committees and Working Parties of the Board:

  Bursary Committee
  Nicholas Bensted-Smith
  Deputy Clare James
  Randall Anderson
  Deputy Richard Regan

  Reference Sub-Committee
  Nicholas Bensted-Smith (Chairman)
  Deputy Clare James
  Randall Anderson
  Peter Bennett
  Alderman Emma Edhem
  Alderman Prem Goyal
  Deputy Richard Regan
  Sir Michael Snyder

  125th Anniversary Working Party
  Nicholas Bensted-Smith
  Deputy Clare James
  Soha Gawaly

  Academic Working Party
  Elizabeth Phillips (Chairman)
  Nick Bensted-Smith
  Alderman Emma Edhem
  Dr Stephanie Ellington
  Mary Ireland
  Deputy Clare James
  Headmistress
  Deputy Head (Academic)
  Deputy Head (Pastoral)
  Deputy Head (Staff)

10. **REPORT OF THE HEADMISTRESS**

The Board considered the report of the Headmistress which discussed forthcoming events, educational visits, Governors' visiting days, lettings and an update on the expansion project. The report also gave a summary of staff training during the 2018-19 academic year including safeguarding and individual training courses and outlined future continuous professional development provision. The following points were made.

Governor Visits

- The Headmistress encouraged Governors to visit the School to observe a specific subject or shadow a year group.

Partnerships and Outreach with Other Schools

- The Headmistress noted that a report on Partnerships and Outreach would be submitted to the December 2019 meeting of the Board and agreed to circulate the most recent Partnerships report.

Expansion Project - Update

- The Bursar noted that 280 persons had attended recent public exhibitions, the majority of whom have been Barbican Estate residents.

- In response to a comment from a Governor noting that the expansion timeline looked optimistic, the Bursar noted that any delay to the project would push the project back by one calendar year, given that the programme was scheduled to minimise academic disruption.

RESOLVED - That the report be noted.

11. **RISK REGISTER 2018-19 FOR THE CITY OF LONDON SCHOOL FOR GIRLS BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL FOR GIRLS SCHOLARSHIPS AND PRIZES FUND**
The Board considered a joint report of the Chamberlain and the Bursar of the City of London School for Girls providing the Risk Register 2018-19 for the City of London School for Girls Bursary Fund incorporating the City of London School for Girls Scholarships and Prizes Fund. In response to a comment, the Bursar noted that he would keep Risk 5 (Funding from the City may be reduced) under review.

RESOLVED - That the Board confirmed the register satisfactorily set out the risks facing the charity and that appropriate measures were in place to mitigate those risks.

12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.

13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There were no items of urgent business.

14. **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 following items 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.

15. **NON-PUBLIC MINUTES**

a) **Non-Public Minutes of the Board of Governors meeting held on 4 March 2019**

RESOLVED – That the non-public minutes of the meeting held on 4 March 2019 be approved as an accurate record.

b) **Non-Public Minutes of the Board of Governors meeting held on 11 February 2019**

RESOLVED – That the non-public minutes of the meeting held on 11 February 2019 be approved as an accurate record.

16. **NON-PUBLIC SUB-COMMITTEE MINUTES**

a) **Non-Public Minutes of Academic Working Party held on 24 May 2019**

RESOLVED - That the non-public minutes of the Academic Working Party meeting held on 25 May 2019 be received.

b) **Non-Public Minutes of Reference Sub-Committee held on 22 May 2019**

RESOLVED - That the non-public minutes of the Reference Sub-Committee meeting held on 22 May 2019 be received.

c) **Non-Public Minutes of the Reference Sub-Committee held on 14 March 2019**

RESOLVED - That the non-public minutes of the Reference Sub-Committee meeting held on 14 March 2019 be received.

d) **Non-Public Minutes of Bursary Committee held on 1 March 2019**

RESOLVED - That the non-public minutes of the Bursary Committee meeting held on 1 March 2019 be received.

e) **Non-Public Minutes of Reference Sub-Committee held on 11 February 2019**

RESOLVED - That the non-public minutes of the Reference Sub-Committee meeting held on 11 February 2019 be received.

17. **REPORT OF THE HEADMISTRESS**
The Board considered the report of the Headmistress which provided information of non-public matters in relation to the School.

RESOLVED – That the report be noted.

18. **SAFEGUARDING PRESENTATION**
The Board heard a presentation of the Deputy Head (Pastoral) on safeguarding.

RESOLVED – That the presentation be noted.

19. **FINANCIAL INFORMATION DASHBOARD**
The Board considered a joint report of the Chamberlain and the Bursar of the City of London School for Girls on the Financial Information Dashboard.

RESOLVED – That the report be noted.

20. **CASH AVAILABLE IN THE SCHOOL'S CHARITY: THE CITY OF LONDON SCHOOL FOR GIRLS' BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL FOR GIRLS' SCHOLARSHIPS AND PRIZES FUND**
The Board considered a report of the Chamberlain providing an update on cash available in the School's charity: The City of London School for Girls' Bursary Fund incorporating the City of London School for Girls' Scholarships and Prizes Fund.

21. **CITY OF LONDON SCHOOL FOR GIRLS - ROOF REMEDIATION WORKS**
The Board considered a report of the City Surveyor requested delegated authority be granted to the Town Clerk in consultation with the Chairman and Deputy Chairman to agree roof remediation works at the City of London School for Girls during the Summer holidays 2019.

22. **REPORT ON ACTION TAKEN**
The Board received a report of the Town Clerk regarding action taken under urgent or delegated authority since the last meeting.

RESOLVED – That the report be noted.

23. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There was one non-public question.

24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was one item of other business.

25. **CONFIDENTIAL MINUTES**
RESOLVED – That the confidential minutes of the meeting held on 11 February 2019 be approved as an accurate record.

26. **CONFIDENTIAL REFURBISHMENT WORKS**
The Board considered a confidential report of the Bursar regarding refurbishment works.

The meeting ended at 1.02 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Thursday, 20 June 2019

Minutes of the meeting of the Bursary Committee of the Board of Governors of the City of London School for Girls held at City of London School for Girls - ST GILES TERRACE, BARBICAN, EC2Y 8BB on Thursday, 20 June 2019 at 5.00 pm

Present

Members:
Nicholas Bensted-Smith (Chairman)
Deputy Clare James
Randall Anderson

Officers:

Alan Bubbear	-	Bursar
Kerry Nicholls	-	Town Clerk's Department
Nicholas Basye	-	Chamberlain's Department

1. **APOLOGIES**
   Apologies for absence were received from Deputy Richard Regan.

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
   There were no declarations.

3. **MINUTES**
   RESOLVED - That the public minutes and summary of the meeting held on 1 March 2019 be approved.

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
   There were no questions.

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
   There was no other business.

6. **EXCLUSION OF THE PUBLIC**
   RESOLVED - 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 they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

7. **NON-PUBLIC MINUTES**
   RESOLVED - That the non-public minutes and summary of the meeting held on 1 March 2019 be approved.

8. **HARDSHIP BURSARY APPLICATIONS AND CASH FLOW FORECASTS**
The Board considered a joint report of the Chamberlain and the Bursar of the City of London School for Girls, in relation to two Hardship Bursary Applications and the Cash Flow Forecasts.

9. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.

10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was one urgent item.

The meeting ended at 5.40 pm

Chairman

Contact Officer: Kerry Nicholls
kerry.nicholls@cityoflondon.gov.uk

CITY OF LONDON SCHOOL FOR GIRLS
Board of Governors – Outstanding Actions

Action Number	Date	Action	Responsible Officer	Progress Update
1/19/BG	10 June 2019	Committee meeting dates for 2019-20 academic year to be circulated when agreed.	Clerk	Completed.
2/19/BG	10 June 2019	December 2018 Outreach Report to be circulated to Board for information.	Clerk	Completed - Circulated with the minutes of the Board of Governors meeting.
3/19/BG	10 June 2019	Bursar/Town Clerk to reconsider case for Expansion items being on non-public side of the agenda	Bursar/Clerk	Public/non-public status of all future reports to be considered.

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Committee:	Date:
Board of Governors of the City of London School for Girls	7 October 2019
Subject: Re-appointment of Co-opted Governor	**Public**
Report of: Town Clerk	**For Decision**
Report author: Kerry Nicholls, Town Clerk's Department	

Summary

The terms of reference of the Board of Governors of the City of London School for Girls specifies that up to six co-opted non-City of London Corporation Governors with experience relevant to the Board can be appointed at any one time.

Professor Anna Sapir Abulafia was appointed to the Board on 22 October 2015. This report requests that Governors consider the re-appointment of this Co-opted Governor of the Board for a three year term.

Recommendation:

The Board is asked to consider the re-appointment of Professor Anna Sapir Abulafia for a three year term.

Main Report

Background

1. The Board of Governors of the City of London School for Girls can appoint up to six co-opted non-City of London Corporation Governors with experience relevant to the Board at any one time. It was previously agreed by the Board, that the appointment of all Co-opted Governors would be reviewed after they had completed their term in office. Candidates would then be given the opportunity to reapply for their position on the Board if they so wished.

2. The current term of office of Professor Anna Sapir Abulafia will come to an end later this month and Professor Abulafia has expressed a willingness to stand for re-election as a co-opted Governor.

3. At the Board of Governors meeting in February 2010, the Chairman proposed that, rather than awaiting the expiration of a Co-opted Governor's term of office, re-appointments should be put to the Board of Governors, at the meeting immediately preceding the expiry of the term of appointment of any Co-opted Governor willing to be considered for re-appointment in order to ensure continuity of service.

4. In accordance with this proposal, Governors are asked to consider the re-appointment at this meeting and to assist the Board in their decision, Profession Abulafia has been invited to provide a short statement in support of her candidature which is set out in 'Annex A' below.

5. Following a discussion at the December 2011 Board meeting, the Town Clerk has also been asked to provide the attendance details of Co-opted Governors when asking the Board to consider re-appointments and I can report that, since her last appointment to the Board, Professor Anna Sapir Abulafia has attended 6 out of a possible 16 meetings.

6. The Chairman, Deputy Chairman and Headmistress all support the re-appointment of Professor Abulafia onto the Board and Governors are asked to consider her appointment for a three year term.

Kerry Nicholls
Town Clerk's Department
E: kerry.nicholls@cityoflondon.gov.uk

Annex A

I hold the Chair of the Study of the Abrahamic Religions in the Faculty of Theology and Religion at Oxford and am a Fellow at Lady Margaret Hall. In the present political climate, I feel that it is more important than ever for Oxford to be up to date about the important work done by schools like the City of London School for Girls for the education of a wide range of girls from multiple social and economic backgrounds. I have very much enjoyed conducting mock interviews for pupils applying for places at Oxbridge in theology and religion and history as well as related subjects in the humanities. I also hope that my expertise in religion might be useful to the school as it continues thinking about supporting religious diversity within the school.

Professor Anna Sapir Abulafia
Co-opted Governor

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Committee: Board of Governors of the City of London School for Girls	Date: 7 October 2019
Subject: Report of the Headmistress	**Public**
Report of: Jenny Brown, Headmistress	**For Information**
Report author: Alan Bubbear, CLSG	

Recommendation

The Board of Governors is asked to note the report.

Main Report

Forthcoming Events

8th October	Year 8 Photography Workshop
10th October	Year 8 Joint Social
11th October	Prize Day
15th October	Year 10 Arabic Music Workshop
16th October	Prep Parents' Evening
	House Drama Competition
17th October	16+ Entrance Exams
17th October	Scholars Concert
18th October	Year 8 Parents' Breakfast
21st -29th October	Half Term
30th October	Staff Day
	University Entrance Exams
31st October	Year 13 Workshop for Medics with Marion Coll
4th November	VMT Parents' Evening
	Anatomy Coaching Course
5th November	Year 8 Opera Day (Hansel & Gretel)
6th November	ABRSM Music Theory Exam
7th November	Senior Maths Challenge
8th November	7+ Entrance Exams (Prep School Closed)
	16+ Exam Results
11th November	Year 11 Geography Field Trip
12th November	Anatomy Coaching Course
13th November	16+ Interviews
14th November	Year 7 Parents' Evening
15th November	Young Musician Competition
	Closing date for 11+ registration
	Notification of outcome of 7+ entry assessment
18th-19th November	7+ Entry Practical Assessment
19th November	Year 12 Parents' Evening

	Year 9 Quiz Social
20th November	Scholars Masterclass (Practice 11+ Maths Questions & Interview Practice
21st November	ABRSM Exams Prep Immunisations Lunchtime Concert 7+ Entry Final Outcome
26th November	Year 9 Music Technology Day Year 12 COA Interviews
26th -28th November	Senior Drama Performances 'Wizard of Oz'
29th November	Year 7 Challenge
2nd December	16+ Interview Results
2nd -12th December	Year 11 Mocks

Educational Visits

18th – 21st October	Year 10, 11 & 6th Form RPE Trip to Rome
21st -25th October	Year 8-10 Netball Trip to Holland
30th October -1st November	Year 4 Hooke Court
23rd November – 7th December	Year 9 French Immersion Exchange (Group 1)
28th -30th November	Year 9 Rhineland Christmas Market Trip

Governors' Visiting Days

1. There were 3 Governors visits to the school recorded last term.

School Development

2. The main focus of activity on the proposed expansion project has been by our Heritage Consultants who have been preparing a Statement of Significance for discussion with City Planners. This document needs to be an agreed statement which the architects will then use to address and adapt the designs to mitigate and minimise the perceived "harm" done. The other piece of work that has been taking place is to pull together the benefits case which will be required to balance any potential "harm" done by the proposed designs.

3. Further consultations with parents, staff, lessors and residents are planned for this term. This will be followed by submission of a planning application later this year.

Summer Works

4. A number of the works planned for this summer have been delayed to the October half-term after the contractor was let down by suppliers. These include replacement of the front doors at the school and repairs to windows in the Art rooms on D floor which included replacement of the fascias which are peeling and unsightly.

5. In addition the works that took place highlighted some areas of concern regarding power supplies into the school and the state of the some of the cabling in and around school which will need to be addressed as a matter of urgency. This is likely to result in a refocussing of resources to address these issues.

6. The astro-turf pitch was replaced at short notice and was operational again by 17 September (two weeks ahead of schedule).

7. Finally, the garden above main hall extension was dug out over the summer and the waterproofing membrane replaced in the latest attempt to stop the leaks into the hall below. It did not resolve the issue but we have clearer indications that there may be problems with the brick work edge to the garden that may be generating the problem. This area has now been recovered and we are currently waiting for a period of consistent rain to see if this resolves the issue. If it does, the permanent solution will be to cap the brick work with a lead or fibre-glass flashing to prevent further water ingress.

Health & Safety

8. There were three reportable incidents between 23 May 2019 and 3 September 2019.

9. The minutes of the Health and Safety meetings in June and September are attached as Non-Public appendices.

Destinations of 2019 Leavers

10. There were 75 Year 13 leavers in 2019, 53 of whom are planning to begin university in the UK in 2019 and four of whom will be studying abroad. One girl is taking an Art Foundation course and seventeen girls are taking gap years.

11. Eleven of these girls have places at Cambridge and six have places at Oxford for a variety of courses. Three Year 14 applicants also have places at Cambridge. One girl has a place to study at Brown and another at NYU whilst two students have a place at McGill in Canada. Seventeen students are taking gap years and three of these have already secured university places for 2020. The other fourteen are making Year 14 applications. There are five medics who secured university places this year and one Year 14 who will be studying Medicine as well. There were twelve girls who applied this year as Year 14 students as well as one Year 15 and one Year 16 and they have all secured university places for 2019.

2019 Gap Years

12. This year there are seventeen leavers taking gap years and all have exciting plans including volunteering abroad, work placements, international travel and au pairing.

Lettings

Hirer	Dates	Venue
Barbican Residents Association	24th April	Main Hall
City of London Police Swimming Club	Every Wednesday	Swimming Pool
Global Harvesters Fellowship	Every Sunday	Main Hall or New Hall
Go Mammoth	Every Monday, Tues, Wed and Thursday Evenings	Gymnasium
Justin Craig Education	1st – 4th April 2019 8th – 18th April 2019 6th May & 27th May	A and B Floor Classrooms
London Gay Men's Chorus	April 24th April 2019 25th April 2019 May 8th May June 12th June August 28th August September 30th September	New Hall or Main Hall
London City Orchestra	Friday 5th April Saturday 6th April	Main Hall
LCO	29th May	Main Hall
Royal Choral Society	April 1st April 15th April 17th April 29th April May 8th May 13th May 20th May 24th May 26th June June 10th June 17th June 22nd July July 1st July	Main Hall

	15th July September 9th September 16th September 30th September	
London Symphony Chorus	2nd April 9th April 11th April 30th April 7th May 9th May 14th May 17th May 21st May 28th May 20th May 6th June 13th June 4th July 16th July 18th July 23rd July 30th July 1st August 6th August 8th August	Music Room & Practice Room
GSMD	15th July/18th July/19th July/22nd July/23rd July/26th July	Main Hall, New Hall, Gym and Dance Studio, Lecture Theatre
LSC	9th July	New Hall
Charterhouse Square School	22nd - 23rd June	Main Hall
Harmonia Festival Orchestra	15th May	New Hall
Tri For Fitness	Every Tuesday	Swimming Pool
Swimming Class	Every Sunday	Swimming Pool
Sport & Arts London Swimming	Every Saturday	Swimming Pool
Otter Swimming Club	Every Wednesday	Swimming Pool
3S Swim School	Every Mon, Thurs, Fri and Sunday	Swimming Pool

List of Appendices

- None

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Committee(s):	Date(s):
For Decision Policy and Resources Committee For Information Board of Governors – City of London Freemen's School Board of Governors – City of London School for Girls Board of Governors – City of London School Standards Committee	4 July 2019 25 September 2019 7 October 2019 9 October 2019 4 October 2019
Subject: The City of London Corporation's Independent Schools and Parent Governors	**Public**
Report of: The Town Clerk and the Comptroller & City Solicitor	**For Decision**
Report author: Polly Dunn, Senior Committee and Member Services Officer Edward Wood, Chief Solicitor	

Summary

This report concerns the management of the City Corporation's three independent schools, and the extent to which the parents of current pupils can and should be able to serve as Governors. This report recommends making some change to the current constitutional arrangements and presents two options for consideration, depending on whether Members are for or against parental representation on those Boards.

Recommendation(s)

Members of the Policy and Resources Committee are asked to either:

- Recommend to the Court of Common Council that the parents or guardians of any child currently studying at the City of London School, the City of London School for Girls or the City of London Freemen's School should be ineligible to sit on the Board of Governors for that School; or

- Request that the Board of Governors of the City of London School, the City of London School for Girls and the City of London Freemen's School consider in more detail whether is it in the Schools' best interests to allow parental representation and, if so, how this could best be achieved.

Main Report

Background

1. This report relates to the constitutional and governance arrangements for the Boards of Governors ("the Boards") of the City Corporation's three independent schools – the City of London School, the City of London School for Girls and the City of London Freemen's School ("the Schools").

2. In the last year the Standards Committee has received two requests for a dispensation to enable Members with children at one of the Schools, who had been appointed to the Board of that School, to fully participate in its business. The Standards Committee felt unable to grant those applications and as a result one Member subsequently stood down from his position as Governor and the other is not currently attending meetings, pending further consideration of this matter.

3. Following the second application, the Standards Committee asked that a resolution be sent to the Policy and Resources Committee, in view of that Committee's overall governance role, on the issue of interests affecting the ability of a Member with children at one of the Schools to serve on that School's governing body, in order to allow the Policy and Resources Committee to consider the matter further and possibly seek a solution to it. The resolution that was submitted is included at Appendix 1.

4. The Policy and Resources Committee considered the resolution at its meeting on 15 November 2018. The Committee agreed that it was unfortunate that Members with children at one of the Schools were effectively precluded from serving on the Board and that this was contrary to practice at other independent schools or in relation to parent governors more generally. Reference was also made to the way in which the provisions of local government legislation were perhaps inappropriately applied to the City Corporation's non-local authority business. The resolution was noted and officers were asked to explore a solution to the issue identified.

The constitutions of the School Boards

5. The constitution and terms of reference of each of the three School Boards, as approved by the Court of Common Council, is attached at Appendix 2. Members will note that each of the Boards currently include provision for appointing a number of co-opted Governors with experience relevant to the Board. The co-opted Governors do not count towards the quorum, are not eligible to be Chairman, and any decision taken requires the agreement of a majority of the Common Council Governors present at the meeting and voting. Historically none of the co-optees have been parents of current pupils, and there is no provision for dedicated parental representatives ("Parent Governors"). Equally, however, there is nothing explicit to say that the parents of current pupils are ineligible to serve as Common Council Governors or co-opted Governors.

6. The governing documents of the three Schools (the Scheme and Acts of Parliament) are silent on the precise composition of the Boards. The City of London School and the City of London Freemen's School are subject to statutory provisions regarding the ineligibility of any person with an interest to sit on the Board in question. However this is considered to be restricted to works contracts rather than having a wider application to a parent with a child at the School.

Position under the Localism Act 2011 and the Members' Code of Conduct

7. The City Corporation's Member Code of Conduct applies to both elected Members and co-opted Members, and to all of the City Corporation's functions, not just its local authority or police authority functions. Members must have regard to the Seven Principles of Public Life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

8. Paragraph 13 of the Code of Conduct, which reflects section 31 of the Localism Act 2011, specifically provides in relation to interests that:

   "Unless dispensation has been granted, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State."

9. One of the categories of disclosable pecuniary interest specified in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 is any undischarged contract between a Member (or their spouse/partner) and the City Corporation for goods or services. As a parent of a child at one of the Schools, a Member (or their spouse/partner) will in most cases be party to a contract with the City Corporation for their child's education and will therefore have a disclosable pecuniary interest in much of the business of the relevant Board. This does not prevent a Member from being appointed to that Board but, in the absence of a dispensation, their participation in the work of that Board is likely to be significantly impacted. The City Corporation may be unique in applying this particular governance framework to its three Independent Schools, although all schools will have their own governance arrangements in place.

10. Under section 33 of the Localism Act 2011 the City Corporation may, on a written request, grant a dispensation for up to four years allowing a Member to speak and/or vote in the circumstances described in the dispensation, notwithstanding any disclosable pecuniary interest. The granting of dispensations is a function that the Court of Common Council has delegated to the Standards Committee. Members will know that the Standards Committee recently produced a policy and guidance document on the granting of dispensations, which contains much more detailed information. That policy and guidance document does not specifically address the issue of Members with children at one of the Schools, partly because of this separate work stream.

11. In order to grant a dispensation, one of the statutory grounds must be satisfied. There are only two grounds that are potentially relevant in this case. One is that,

without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business. This ground would not be satisfied at the present time, although could potentially be satisfied in the future if circumstances changed, or the composition of the Boards was altered. The other statutory ground is that it is otherwise appropriate to grant a dispensation. This ground could be made out if, for example, it was felt that the introduction of Parent Governors would assist with the good governance of the Schools.

12. In relation to the previous requests, one Member applied for a dispensation to speak and vote on all core strategic business of the Board where no direct pecuniary interest arose. The other sought a dispensation to speak and vote on all business of the Board, with the caveat that he would not vote on any matter that had a direct financial impact on him as the parent of a pupil, such as school fees. The grounds advanced were generally that: (i) if a dispensation were not granted the Board would be left with a further vacancy and this may impact on its ability to transact its business; and (ii) it was appropriate to grant a dispensation because it was common practice for parents to serve on school governing bodies in both independent and maintained schools, and to withdraw from the business when a specific pecuniary interest arises, and that a majority of the discussions would have no such direct impact.

13. In considering those requests the Standards Committee noted that there were some current Board vacancies, but felt that this was not sufficient to satisfy the first statutory ground. On the second ground, it was noted that the City Corporation had chosen not to have Parent Governors on the Boards, and that the role of a Common Council Governor was different. Regarding the wording used in the applications, the Standards Committee also felt that it was not possible to easily determine in every case what business before the Board was or was not relevant to the disclosable pecuniary interest. Whilst being sympathetic to the possibility of a Parent Governor role, and the content of the applications, both requests were therefore refused. However, there is currently nothing to stop further requests being submitted in the future, either for a Governor's term of office, or for a specific meeting or item of business, and any application would be considered on its own merits, and in line with the new policy.

14. It is also important to bear in mind that the City Corporation has voluntarily chosen to apply its Member Code of Conduct to its City's Cash functions, including its management of the Schools. This has advantages in terms of simplicity and consistency, particularly for those Committees exercising both local authority and non-local authority functions. It may also assist with the public perception of good governance. Ultimately, however, it would be open to the Court of Common Council to adopt alternative arrangements for the Schools, to facilitate the introduction of Parent Governors, if this was considered to be beneficial or necessary. For example, the Court of Common Council could disapply the disclosable pecuniary interest provisions in respect of contracts for education between Members of the Board and the City Corporation.

Feedback from the Schools

15. The jointly held opinion of the Headteachers of the three Schools is provided in a detailed note at Appendix 3, which analyses the issues and compares and contrasts the position with state schools and other independent schools. In summary, they advise that larger, more established independent schools very rarely have current parents on their boards. The Headteachers have serious reservations about allowing elected Members with children at one of the Schools to sit on its Board as a Common Council Governor under the current arrangements, due to potential confusion over roles, concern that this could be seen as 'double standards' by other parents, and the fact that they would be eligible to become Chairman. This option is therefore not recommended.

16. The Headteachers also note that the Boards have not had a chance to discuss how desirable a wider scheme of parental representation is and how best this could be achieved. In the absence of such a discussion, they continue to favour the current system of co-opting parents of recent leavers on to the Boards as this achieves the object of 'parental insight' without the attendant conflicts of interest. Their concerns relate to both the disclosable pecuniary interest issue (on which they consider that almost any item of business for the Boards will have financial implications) but also wider issues around disciplinary action, pastoral care, access to sensitive information, etc. which goes beyond the ambit of any dispensation.

17. This report is also being circulated to all Members of the three Boards for consultation prior to consideration by the Policy and Resources Committee and any additional comments received will be collated and included in the papers for the July meeting (Appendix 4).

Options

18. Preserving the status quo is not recommended. One option would be to formalise the current *de facto* bar on elected Members and co-opted Members serving on a Board where they have children or dependents at the School in question by amending the constitution and terms of reference for each of the Boards to make it explicitly clear that a Member in that situation is not eligible to serve. This could be achieved relatively easily through a report to the Court of Common Council, and the greater clarity would prevent any further ad hoc applications to the Standards Committee.

19. Alternatively, if Members wish to explore the option of Parent Governors further, then it is recommended that the Boards should be asked to consider in more detail whether is it in the Schools' best interests to allow parental representation. They could be asked to consider an appropriate method of appointment, and whether elected Members should be able to stand for these roles in the same way as other parents. They could also be asked to consider the appropriate remit of such a role. If the conclusions were positive, a report could subsequently be taken to the Court of Common Council seeking to amend the constitution and terms of

reference for each of the three Boards to include Parent Governors. With such a policy steer, and armed with more information, and as part of a wider framework of safeguards and constitutional changes, the Standards Committee could then be asked to develop guidelines on the granting of an appropriate dispensation to all Parent Governors. If necessary, the disclosable pecuniary interest provisions could be disapplied to contracts for education in these circumstances.

Conclusion

20. The current situation has led to some confusion about whether Members with children at one of the Schools should be permitted to serve on the Board of that School and participate in its business. It is recommended that this confusion is removed, either by making it explicitly clear that the parents of current pupils are not eligible to serve as Governors, or by exploring new arrangements for wider parental representation.

Appendices

- **Appendix 1 –** *Standards Committee resolution to Policy & Resources*
- **Appendix 2 –** *Constitutions of the three School Boards*
- **Appendix 3 –** *Note from the Headteachers of the three Schools*
- **Appendix 4 –** *Feedback from Governors of the three Schools*

Background Papers

- *Policy and guidance on the granting of dispensations under the Localism Act 2011 and the Members' Code of Conduct*

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APPENDIX 1

TO: **POLICY AND RESOURCES COMMITTEE** 15 November 2018

FROM: **STANDARDS COMMITTEE** 5 October 2018

THE POSITION OF GOVERNORS AT CITY CORPORATION SCHOOLS

At its meeting on 5 October, the Standards Committee was disappointed that again it had to refuse a dispensation request from a City Corporation school governor who had become a parent at the relevant school. In considering the two recent similar applications, the Committee noted that as a Common Council appointment, the role of Governor of a City Corporation school was different from that of a governor in other schools and, as a consequence of the schools' constitutions, the Localism Act 2011 was applicable and consequently any governor who was also a parent had a disclosable pecuniary interest and a dispensation could only be granted if it met with the criteria set out under the Act.

It appears to the Standards Committee that it is not possible for a governor of a City Corporation school who is also a parent of a pupil at the school to fulfil the role of governor satisfactorily due to the combined impact of the schools' constitutions and the legislation. The Committee hoped that Policy and Resources Committee would consider this matter and seek a solution to it.

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ESTLIN, Mayor	**RESOLVED:** That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2019, doth hereby appoint the following Committee until the first meeting of the Court in April, 2020.

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

1. **Constitution**
A Non-Ward Committee consisting of,
- one Alderman nominated by the Court of Aldermen
- up to 10 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School for Girls
  - the Chairman of the Board of Governors of City of London Freemen's School
- up to eight co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**
The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2019)**

ALDERMEN

2 Vincent Thomas Keaveny, Sheriff

COMMONERS

10 (4) Marianne Bernadette Fredericks
7 (4) Sylvia Doreen Moys
3 (3) Dominic Gerard Christian
2 (2) Caroline Wilma Haines, *for three years*
2 (2) Alexander Robertson Martin Barr
4 (2) Keith David Forbes Bottomley, Deputy
2 (2) Timothy Levene
10 (2) Charles Edward Lord, O.B.E., J.P., Deputy
10 (1) Ian Christopher Norman Seaton
6 (1) James Michael Douglas Thomson, Deputy

together with:-
Ronel Lehmann
Lord Levene of Portsoken
Christopher Martin
Paul Madden
Rosie Gill
Paul Stein
Vacancy
Vacancy

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**
To be responsible for:-

(a) all School matters;

(b) the management of the School land and buildings belonging to the City of London Corporation;

(c) the appointment of the Head and, where appropriate, the deputies and the Bursar.

ESTLIN, Mayor	**RESOLVED:** That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2019, doth hereby appoint the following Committee until the first meeting of the Court in April, 2020.

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS

1. **Constitution**
A Non-Ward Committee consisting of,
- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School
  - the Chairman of the Board of Governors of City of London Freemen's School
- up to six co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**
The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2019)**

ALDERMEN

2	Emma Edhem
1	Prem Goyal, O.B.E., J.P.

COMMONERS

4	(4)	Randall Keith Anderson
17	(4)	Tom Hoffman, M.B.E., Deputy
17	(4)	Sylvia Doreen Moys
18	(3)	Richard David Regan, O.B.E., Deputy
29	(3)	Sir Michael Snyder
10	(2)	Clare James, Deputy
2	(2)	Robert Allen Merrett, Deputy
1	(1)	Dhruv Patel, O.B.E., *for three years*
2	(2)	Rehana Banu Ameer, *for three years*
5	(1)	Nicholas Michael Bensted-Smith, J.P.
2	(1)	Tijs Broeke
		Vacancy

together with :-

Prof. Anna Abulafia

Dr. Stephanie Ellington

Soha Gawaly

Mary Ireland

Elizabeth Phillips

Vacancy

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

(a) all School matters;

(b) the management of the School land and buildings belonging to the City of London Corporation;

(c) the appointment of the Head and, where appropriate, the deputies and the bursar.

ESTLIN, Mayor	**RESOLVED:** That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2019, doth hereby appoint the following Committee until the first meeting of the Court in April, 2020.

BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL

1. **Constitution**
A Non-Ward Committee consisting of,
- up to two Aldermen nominated by the Court of Aldermen
- up to 12 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
  - the Chairman of the Board of Governors of City of London School
  - the Chairman of the Board of Governors of City of London School for Girls
- up to six co-opted non-City of London Corporation Governors with relevant experience of education

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**
The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2019)**

ALDERMEN

2 Susan Langley, O.B.E.

1 Bronek Masojada

COMMONERS

14 (4) John Alfred Bennett, M.B.E., Deputy

10 (4) Michael Hudson

7 (3) Stuart John Fraser, C.B.E.

6 (3) Graham David Packham

15 (2) Roger Arthur Holden Chadwick, O.B.E, Deputy

10 (2) Vivienne Littlechild, M.B.E., J.P.

6 (2) Hugh Fenton Morris, Deputy

10 (1) Elizabeth Rogula, Deputy

6 (1) Philip John Woodhouse, Deputy

Vacancy

Vacancy

Vacancy

together with :-

Nicholas Goddard

Brian Harris

Andrew McMillan

Chris Townsend

Lady Gillian Yarrow

Vacancy

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**
To be responsible for:-

(a) all School matters;

(b) the management of the School land and buildings belonging to the City of London Corporation;

(c) the appointment of the Headmaster/Headmistress and, where appropriate, the deputies and the bursar.

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Appendix 3: Common councillors, parent governors and potential conflicts for Governing Boards at City Schools *– a report of the Headteachers of the three City of London Independent Schools*

Background

The three City independent schools have not traditionally had parent governors sitting on their boards. However, both CLS and CLSG have had in the recent past co-opted members of the governing body who were parents of recent leavers. It must be noted that such so-opted governors do not have the possibility to be elected Chairmen, therefore restricting their influence on the board.

The situation has recently arisen at both CLSG and CLSF members of the Court of Common Council who are also parents at the schools have found themselves on the board through different circumstances. As we understand it, following these members being refused dispensations by the Standards Committee, the Policy Committee were asked to consider the issue, and the heads have been asked to comment.

This paper sets out the views of the Heads on the very many implications that a policy change on this matter would entail for the schools. It must be made clear that the three Heads are unanimous in having serious reservations about allowing current parents to sit on the School Boards as members of the Court of Common Council for a number of reasons that will be detailed below.

Practice across the sector

It is common practice in state schools to have a very limited number of parent governors (and staff) on the governing body (between 2 and 4 depending on the size of the governing body). These parent governors are elected directly by other parents in a ballot and they have a limited term of service. The role of parent governors is explicitly to represent the views of parents and to act as a conduit for parental views.

Practice is not consistent across independent schools regarding parent governors. Larger, more established independent schools very rarely have current parents on their boards, whereas smaller schools (particularly prep schools) who find it harder to attract board members with relevant skills tend to draw more heavily on the parent body. It is certainly far more common to find alumni on governing bodies of larger independent schools than current parents.

Within comparable schools, the most widespread approach is the one that CLSG and CLS have so far followed: to co-opt parents of recent leavers on to the board. These parents are co-opted because of their specific skills and because of their relevant

knowledge of the organisation. The fact that their child has now left the school prevents them from having the many conflicts of interest detailed below.

Potential Conflicts

Clarity of role and legitimacy of parental representation

Because of the way this situation has arisen, the question being currently asked (should Common Council member who are parents be allowed to serve on the school boards) is in many ways the wrong one. The real question that boards should consider is whether anything has changed that would make it advisable and beneficial for school boards to include current parents, something which the schools have so far consciously refrained from doing.

Allowing Common Council member parent to sit on the board is likely to be misinterpreted by parents as the governing body wanting to create a conduit for parental views. The individual in question may find themselves seen by parents as their "go to" governor to represent their views, a situation with which they (and the Headteachers) may not feel comfortable. Many parents will also question to what extent this is legitimate representation since the parent body has not been consulted on the choice.

When it is made clear to parents that parental representation is not the intention, the governing body may well have to deal with the fallout from unmet expectations. It will be seen as cynical to argue that the governing body does not include current parents as a matter of principle but allows CC members who are parents to serve on the board. Many of our very articulate parents will rightly argue against such double standards.

It would be preferable for boards of governors to consider whether it is in the school's best interests to allow parental representation on the board and if this is agreed, then to create a position to which current parents (whether Common Councilmen or not) can apply setting out transparent mechanisms for the process of election.

Financial conflict of interests

It would seem obvious that a parent governor would have a vested interest in discussions around school fees, staff salaries and salary increases. Indeed almost any item discussed and voted on by governors will have financial implication. Please note that such financial implications do not exist for parent governors in the state sector, where parental presence on governing bodies has been long established.

In addition, it is not impossible that a parent governor could find themselves in arrears with the school, creating a very sensitive situation for the Headteacher.

Sensitivity of Information

This is the area of greater difficulty; the amount of sensitive information that governors are privy to can create serious conflicts of interest for parent governors. For example, it would be unwise for a parent Governor to sit on a Bursary Committee as such a committee could reveal sensitive information about a family well known to the parent. The same could potentially apply to the statutory annual review of safeguarding: while discussions are always anonymised, it is not impossible for a parent governor to recognise the individuals involved. Finally, a parent Governor could have a conflict of interest regarding sensitive issues pertaining to staff, not least if the staff member taught the Governor's child.

There is no easy way to manage such conflicts other than asking the parent governor to withdraw from discussions: that inevitably limits the contribution they can make to the board, compared to other governors.

The role of governors' children

Parent Governors can become compromised through their children. This could be, for example, when a disciplinary line has to be taken with a child in the school or when there is a significant pastoral issue that arises that needs intervention. If the child in question is the governors' child, it puts the Headteacher and the board in a difficult situation.

At the same time, tensions can also arise when a Governor's child comes into conflict or tension with another child or when a child of the parent governor is privy to information that they should not have.

There is certainly a responsibility that goes with being the child of a Governor in a school regarding behaviour and that parent governors should always think of carefully before agreeing to take on the role.

Position of Chairman and Deputy Chairman

Should parents who are Common Councilmen be allowed on the school boards, there is currently nothing stopping them from becoming the Chairman and Deputy Chairman of those boards.

For the reasons outlined in the previous sections, this eventuality is fraught with difficulties and could make the relationships between Chairman and Headteacher at least very complicated and potentially untenable and would not be in the best interest of the schools.

A crucial difference with the rest of the sector

There is one final point of crucial importance.
On the rare occasions when current parents serve on the boards of independent schools, their appointment is subject to the approval of the Chair and the Head. That means that a case-by-case analysis can be undertaken in relation to any possible conflict of interests. Since elections from the Court of Common Council take place independently of the Chairman and the Head, there would be no way of controlling for such issues as have been outlined so far. If someone with appropriate skills was to be considered for a school Board who happened to be a parent, appointing them as a co-opted member allows for Board and Head to have oversight, thereby managing these issues. A change in relation to the rights of members of the Court of Common Council would remove *any* control over which parents might end up serving on the Board, thereby making the potential problems raised in this paper particularly significant.

It is the case that such controls do not exist for state schools, but the difference is there are firstly no financial implications and secondly that the appointment of parents governors is conducted as a democratic process that is fully transparent and therefore has a different legitimacy. Needless to say, the process does not stop some of the conflicts of interests described in this paper, and as many headteachers in the state sector know, careful and skilled management of such situations is often required. We would continue to argue that a recent former parent is the best way to ensure input from the parental body without any conflicts of interest.

Conclusion

Lifting restrictions for Common Councilmen who are current parents to serve on the boards of the independent schools is not a step that should be taken lightly. The Heads of the schools are not in favour for the reasons outlined in this paper. The potential for conflict of interest is significant and should not be underestimated if the best interest of the schools are to be prioritised.

The Boards have not had the chance to discuss how desirable parental representation is and how best to achieve it. However, it appears that the current system of appointing parents of recent leavers achieves the objectives of having "parental insight" on the board without the conflicts of interest that current parents cannot avoid. In the absence of such a discussion, it would be best to retain the current system.

Appendix 4: Feedback from the City Schools' Boards of Governors

Below is the anonymised collection of feedback on the Parent Governor report submitted to Policy & Resources for 4 July 2019. Responses were received from Governors of all three City Schools.

Number	Comment
1	Where there is a conflict of thought on the Board it is the wishes of the Headteachers that should take priority. They are the ones most likely to be compromised in an adverse situation and I feel their paper is very well balanced and thought through. There are plenty of other schools in the City of London Family that CC's could approach to join a governing body if they are committed to the role.
2	I think we should reflect best practice in other schools and allow parental representation subject to non-involvement where there is financial interest (i.e. fees). I think we should not overly complicate process but look at the right outcome and then ensure it is possible with appropriate governance.
3	My conclusion is that a Common Councilman who happens to be a parent becoming a Common Councilman Governor is an untenable position. That's not to say parents should not be able to have an input - there are recognised parent groups - (at CLSG it's the Friends) and we have two examples on CLSG Board of former parents appointed as Co-Opted Governors, one of whom was a teaching practitioner and who made a hugely valuable contribution to the board over circa 9 years and the current one being a fund raising expert helping us with our current bursary appeal/targets. Involvement of former parents and indeed former pupils can continue to be accessed via the Co-Opted Governor route.
4	Appendix 3 'Report of the Headteachers of the three City of London Independent Schools' states the following 'The role of parent governors is explicitly to represent the views of parents and to act as a conduit for parental views'. My experience is that this is not the role of a Parent Governor. Governor Induction training courses run by the National Governors Association make it very clear to all Governors that they are appointed to the Governing Body, not to represent any other interest or Community Group. In effect the concept is that the Parent Governor appointment, together with Community Governor appointments, or Partnership Appointments are to bring balance and diversity of skills and experience from divergent stakeholders. The Parent Governor is appointed to the Governing Body based on the Nolan principles of public life, and together with the rest of the Governing Body act as a 'critical friend' to the Head Teacher/Senior Leadership Team. They do not, and should not act as a conduit for parental views, which are handled by the Leadership team via normal governance channels.

	Financial conflicts of interest also exist in State Schools where they are carefully managed, alongside Safeguarding, and other sensitive information. In the School where I was Chairman we asked all parents to voluntarily contribute on a monthly basis to our school fund which over time helped with purchases for the School, such a School minibuses, Sports hall equipment etc. In the State Sector it is illegal to ask for payment for education, but voluntary contributions of this nature are allowable - on average half of parents contributed throughout their child's time at the school. I give this example as these type of sensitive matters also exist elsewhere. Another example in the selective environment would be in relation to selective school admission tests where potential conflicts have to be managed. In addition, even if the state sector the concept of bursaries exist as 'school fund' monies are used for hardship cases to help parents with the cost of school uniform, books, computers etc. All again handled with great sensitivity. The core of the debate here is that this concept differentiates 'Parent Governors' from any other type of Governor. All Governors are appointed to the Governing Body on an equal basis who fulfil their fiduciary duties on a collective basis. In my experience, the pool of experience in the Parental stakeholder group can prove fruitful. Election of Governors can be managed by the Chair of the Governing Body outlining what skill set is required for the Governing Body vacancy, (Digital, Financial, etc. and asking for nominations which meet the identified skill set as identified by a skills matrix) A process could then be that there is either an election by parents, or interviews conducted by the Chair of Governors and Head Teacher.
5	I have experience of parent governor elections to State Schools where, as you write, there is no financial implication. However, in my experience, rarely is a parent governor 100% independent. There is often a reason why that parent stood for election and, when their child leaves that school, the parent governor quickly disappears too. If P & R want to go down the road of demolishing the current structure of governing boards of City Schools, then as well as parent Governor appointments, we shall need to have Staff governors, not only teachers, but also admin/support. I already have one of my City Schools bending my ear back that teachers should be represented on Board, I am very much opposed to the Conclusion of the paper for P & R on 4 July, in the first sentence. It must be made explicitly clear that the parents of current pupils are not eligible to serve as governors’

Excerpt from the minutes of the Policy and Resources Committee's meeting held 4 July 2019

8. **THE CITY OF LONDON CORPORATION'S INDEPENDENT SCHOOLS AND PARENT GOVERNORS**

The Committee considered a joint report of the Town Clerk and the Comptroller & City Solicitor concerning the management of the City Corporation's three independent schools and the extent to which the parents of current pupils could and should be able to serve as Governors.

During discussion, a wide range of views were expressed in respect of the suitability of Members with children at the School serving as Governors, with comparisons drawn to the situation at other independent schools. The benefits that such Members might bring through their particular experience as parents was noted, as was the increased likelihood of a more active involvement with the daily business of the School. Equally, the challenges of managing conflicts of interest were noted.

The Comptroller & City Solicitor provided clarity in respect of the current position, confirming that such Members were currently eligible to serve as Governors. However, the decision taken by the Court of Common Council to apply the provisions associated with local government legislation to all areas of the Court's business meant that such parent Governors would have an engaged pecuniary interest through their contract with the School in respect of the child's education. The affected Member would, therefore, be so conflicted as to severely limit their ability to participate in the majority of business before the relevant Board of Governors. This was at odds with the position at other independent schools. Members would, therefore, need to make a decision in respect of the continued application of local government rules and the provisions of the Localism Act to the business of the independent schools.

Following further debate, the Town Clerk urged caution in respect of unpicking the current arrangements in respect of local government legislation and its application through the Code of Conduct in isolation. It was suggested that the implications of such a step should be considered in the round and that this should, therefore, be looked at as part of the forthcoming governance review. Members agreed that this would be prudent.

RESOLVED: That the parents or guardians of any child currently studying at the City of London School, the City of London School for Girls or the City of London Freemen's School should continue to be eligible to sit on the Board of Governors for that School; subject to the current provisions of the Code of Conduct and pending the outcome of a review into the application of local government legislation to non-City Fund areas of the City Corporation's activity.

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