



**Academic and Personnel Sub Committee of the  
Board of Governors of the City of London  
Freemen's School**

**Date:** WEDNESDAY, 10 JANUARY 2018

**Time:** 10.30 am

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

**Members:** Deputy Roger Chadwick (Chairman)  
Deputy Philip Woodhouse (Deputy Chairman)  
Stuart Fraser  
Nicholas Goddard  
Brian Harris  
Alderman Alastair King  
Andrew McMillan  
Councillor Chris Townsend  
Gillian Yarrow  
Alderman Dame Fiona Woolf

**Enquiries:** Alistair MacLellan  
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**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 summary of the meeting held on 16 October 2017.  

**For Decision**  
(Pages 1 - 2)
4. **ACTIONS SHEET**  
Report of the Town Clerk.  

**For Information**  
(Pages 3 - 4)
5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
7. **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

8. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 16 October 2017.  

**For Decision**  
(Pages 5 - 8)
9. **ACADEMIC AND PERSONNEL UPDATE**  
Report of the Headmaster.  

**For Information**  
(Pages 9 - 12)

10. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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**ACADEMIC AND PERSONNEL SUB COMMITTEE OF THE BOARD OF  
GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL  
Monday, 16 October 2017**

Minutes of the meeting of the Academic and Personnel Sub Committee of the Board of Governors of the City of London Freeman's School held at Guildhall on Monday, 16 October 2017 at 10.30 am

**Present**

**Members:**

Deputy Roger Chadwick (Chairman)  
Stuart Fraser  
Andrew McMillan  
Hugh Morris  
Councillor Chris Townsend  
Gillian Yarrow

**Observing:**

Brian Harris

**Officers:**

Roland Martin	- Headmaster of the City of London Freeman's School
Andrew McCleave	- Deputy Head (Academic) , City of London Freeman's School
Susan Williams	- Bursar, City of London Freeman's School
Alistair MacLellan	- Town Clerk's Department

**1. APOLOGIES**

Apologies were received from Deputy Philip Woodhouse, Deputy John Bennett, Nicholas Goddard, Michael Hudson, Alderman Alastair King, Vivienne Littlechild, Graham Packham, Deputy Elizabeth Rogula, Alderman Dame Fiona Woolf, Deputy Clare James and Ian Seaton.

The Chairman welcomed Brian Harris to the meeting as an observer, noting that his first formal meeting as co-opted Member would be the November Board meeting.

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

There were no declarations.

**3. MINUTES**

The minutes of the meeting held on 19 June 2017 were approved as a correct record.

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB 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 that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.
7. **NON-PUBLIC MINUTES**  
The non-public minutes of the meeting held on 19 June 2017 were approved as a correct record.
8. **ACADEMIC AND PERSONNEL SUB COMMITTEE REPORT**  
Governors considered an Academic and Personnel Sub-Committee report of the Headmaster.
9. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**  
There were no non-public questions.
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.

**The meeting ended at 11.33 am**

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Chairman

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

Academic and Personnel Sub-Committee of the City of London Freemen's School

Actions Sheet

Date	Action	Officer responsible	Progress Update
16 October 2017	Governor Training Log to be submitted to November 2017 Board meeting.	Town Clerk/Headmaster's Office	Completed
16 October 2017	Safeguarding 'lessons learned' reports to be discussed as part of February 2018 Governor training session.	Headmaster	Due February 2018
16 October 2017	Annual Departmental Reporting to feature column on Added Value.	Deputy Head (Academic)	Due at next relevant Sub-Committee Meeting

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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