



Board of Governors of the Guildhall School of Music and Drama

Date: MONDAY, 17 FEBRUARY 2020
Time: 1.45 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Vivienne Littlechild (Chairman)
Graham Packham (Deputy Chairman)
Natasha Bucknor
George Abrahams
Randall Anderson
Deputy David Bradshaw
Deputy Michael Cassidy
John Chapman
Professor Geoffrey Crossick
Professor Maria Delgado
Marianne Fredericks
Shreela Ghosh
Steven Gietzen
Michael Hoffman
Ann Holmes
Jeremy Mayhew
Dave Muncey
The Rt Hon. the Lord Mayor, Alderman William Russell
Andy Taylor
Lynne Williams

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

Lunch will be served in the Guildhall Club at 1.00pm.

**John Barradell
Town Clerk**

AGENDA

NB: Certain matters for information have been marked * and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting.

Certain non-contentious matters for decision have been marked + with recommendations to be agreed without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to 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 approve the public minutes of recent Board meetings.

For Decision

- a) **Public minutes and summary of the inquorate meeting held on 25th November 2019**

(Pages 1 - 10)

- b) **+ Public minutes and summary of the inquorate meeting held on 23rd September 2019**
- c) **+ Public minutes and summary of the meeting held on 13th May 2019**

NB: as the Board minutes at items 3(b) and (c) have previously been circulated for approval, they have been incorporated within a supplementary pack, together with the minutes of the various sub-committee meetings.

4. * PUBLIC MINUTES OF SUB COMMITTEE MEETINGS

To receive the public minutes of recent Sub Committee meetings.

For Information

- a) **Public minutes and summary of the meeting of the Governance and Effectiveness Committee on 28th October 2019**

- b) **Public minutes and summary of the meeting of the Audit and Risk Management Committee held on 13th November 2019**

- c) **Public minutes and summary of the meeting of the Finance and Resources Committees held on 4th November 2019**

- d) **Public minutes and summary of the meeting of the Remunerations and Nominations Committee held on 18th November 2019**

- e) **Public minutes and summary of the meeting of the Finance and Resources Committees held on 22nd January 2020**

5. * OUTSTANDING ACTIONS

Report of the Town Clerk.

For Information
(Pages 11 - 12)

6. + FREQUENCY AND DATES OF MEETINGS AND TERMS OF REFERENCE

Report of the Town Clerk.

For Decision
(Pages 13 - 16)

7. PRINCIPAL'S PUBLIC REPORT FEBRUARY 2020

Report of the Principal.

For Information
(Pages 17 - 38)

8. RESEARCH

a) **Research annual report for 2018/19**

Report of the Principal together with a presentation from Professor Cormack Newark.

For Information
(Pages 39 - 56)

b) **The Research Excellence Framework (REF) 2021 Code of Practice**

Report of the Principal.

For Information
(Pages 57 - 120)

9. PREVENT: ANNUAL MONITORING REPORT FOR 2018/19 TO THE OFFICE FOR STUDENTS (OFS)

Report of the Principal.

For Information
(Pages 121 - 126)

10. ACCESS AND PARTICIPATION PLAN: REPORT ON MONITORING FOR 2018/19

Report of the Principal.

For Information
(Pages 127 - 140)

11. + GENERAL ELECTRICAL AND DIMMER INSTALLATION - GATEWAY 6 OUTCOME REPORT

Report of the Principal.

For Decision
(Pages 141 - 148)

12. * ACTION TAKEN BETWEEN MEETINGS

Report of the Town Clerk.

For Information
(Pages 149 - 150)

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

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

15. 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

16. NON-PUBLIC MINUTES

To approve the non-public minutes of recent Board Meetings.

For Decision

- a) **Non-public minutes of the inquorate meeting held on 25th November 2019**

(Pages 151 - 156)

- b) **+ Non-public minutes of the inquorate meeting held on 23rd September 2019**

- c) **+ Non-public minutes of the meeting held on 13th May 2019**

17. * NON-PUBLIC MINUTES OF SUB COMMITTEES

To receive the Non-public Minutes of recent Committee meetings.

For Information

- a) **Non-public minutes of the meeting of the Governance and Effectiveness Committee held on 18th October 2019**

- b) **Non-public minutes of the meeting of the Audit and Risk Management Committee held on 13th November 2019**

- c) **Non-public minutes of the meeting of the Finance and Resources Committees held on 4th November 2019**

- d) **Non-public minutes of the meeting of the Finance and Resources Committees held on 22nd January 2020**

- e) **Non-public minutes of the Remunerations and Nominations Committee held on 18th November 2019**

18. PRINCIPAL'S NON-PUBLIC REPORT FEBRUARY 2020

Report of the Principal.

For Information
(Pages 157 - 168)

19. UPDATED BUSINESS CASE FOR EXTRA SPACE

Report of the Principal.

For Decision
(Pages 169 - 180)

20. ***ANNUAL TRANSPARENT APPROACH TO COSTING (TRAC) RETURN REPORTING FOR ACADEMIC YEAR 2018/19**
Report of the Principal.
For Information
(Pages 181 - 208)
21. **LATEST GUILDHALL SCHOOL BUDGET REPORT - 2020/21**
Report of the Principal.
For Decision
(Pages 209 - 214)
22. **GUILDHALL SCHOOL MANAGEMENT INFORMATION 'DASHBOARD' 2019/20 - DECEMBER 2019 (PERIOD 9)**
Report of the Principal.
For Information
(Pages 215 - 226)
23. **SAFEGUARDING UPDATE**
Principal to be heard.
For Information
24. **+ PIANO REPLACEMENT - GATEWAY 6 - OUTCOME REPORT**
Report of the Principal.
For Decision
(Pages 227 - 234)
25. *** NON-PUBLIC ACTIONS TAKEN BETWEEN MEETINGS**
Report of the Town Clerk.
For Information
(Pages 235 - 238)
26. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
27. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Confidential Agenda

28. **CONFIDENTIAL MINUTES OF THE REMUNERATION AND NOMINATIONS COMMITTEE ***
To receive the confidential minutes of the meeting held on 18th November 2019.
For Information
29. **ADMINISTRATION REVIEW**
Report of the Principal.
For Decision