



Board of Governors of the City of London School

Date: WEDNESDAY, 10 JUNE 2020

Time: 11.00 am

Venue: VIRTUAL MEETING. THE MEETING CAN BE VIEWED AT:
[HTTPS://YOUTU.BE/S9MHDU8V2XE](https://youtu.be/S9MHDU8V2XE)

Members:	Tim Levene (Chairman)	Andrew Jones
	Deputy James Thomson (Deputy Chairman)	Alderman Vincent Keaveny
	Alexander Barr	Ronel Lehmann
	Nicholas Bensted-Smith (Ex-Officio Member)	Lord Levene of Portsoken
	Deputy Keith Bottomley	Deputy Edward Lord
	Lesley Cartmell	Paul Madden
	John Cloughton	Sylvia Moys
	Dominic Christian	Ian Seaton
	Marianne Fredericks	Paul Stein
	Rosie Gill	Deputy Philip Woodhouse (Ex-Officio Member)
	Caroline Haines	

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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 22 May 2020.

For Decision
(Pages 1 - 4)
4. **VOTE OF THANKS TO OUTGOING CHAIRMAN**
The Chairman to be heard.

For Decision
5. **REAPPOINTMENT OF CO-OPTED GOVERNORS**
The Chairman to be heard.

For Decision
6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
8. **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

9. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 22 May 2020.

For Decision
(Pages 5 - 10)
10. **NON-PUBLIC OUTSTANDING ACTIONS**
Report of the Town Clerk.

For Discussion
(Pages 11 - 16)

11. **HEAD'S REPORT**
Report of the Head.
- For Discussion**
(Pages 17 - 26)
12. **DEVELOPMENT AND ALUMNI RELATIONS ANNUAL REPORT**
Report of the Head.
- For Decision**
(Pages 27 - 38)
13. **PROPOSALS FOR FUTURE ADMISSIONS AND ACCESSIBILITY AT CITY OF LONDON SCHOOL**
Report of the Head.
- For Decision**
(Pages 39 - 48)
14. **ADMISSIONS REPORT FOR SEPTEMBER 2020**
Report of the Head.
- For Discussion**
(Pages 49 - 54)
15. **SAFEGUARDING REPORT**
Report of the Head.
- N.B. this report is accompanied by a confidential appendix.*
- For Discussion**
(Pages 55 - 64)
16. **COMPLIANCE REPORT**
Report of the Head.
- For Discussion**
(Pages 65 - 76)
17. **BURSAR'S REPORT**
Report of the Bursar.
- For Decision**
(Pages 77 - 80)

18. **ANNUAL UPDATE ON THE SCHOOL'S BURSARY AND SCHOLARSHIP PROGRAMME**
Report of the Bursar.

For Discussion
(Pages 81 - 84)
19. **REGULAR UPDATE OF THE SCHOOL'S RISK REGISTER**
Report of the Bursar.

For Discussion
(Pages 85 - 106)
20. **CASH AVAILABLE IN THE SCHOOL'S CHARITY: THE CITY OF LONDON SCHOOL BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL FOR SCHOLARSHIPS & PRIZES FUND**
Report of the Chamberlain.

For Decision
(Pages 107 - 110)
21. **FINANCIAL INFORMATION DASHBOARD**
Joint Report of the Chamberlain and the Bursar.

For Discussion
(Pages 111 - 126)
22. **REPORT ON ACTION TAKEN**
Report of the Town Clerk.

For Discussion
(Pages 127 - 128)
23. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda (Circulated Separately)

25. **CONFIDENTIAL APPENDIX TO ITEM 15 - SAFEGUARDING REPORT**

For Information
26. **STAFFING PAPER 1: IT OPERATIONS**
Report of the Head.

For Decision

27. **STAFFING PAPER 2: STAFF STRUCTURE**
Report of the Head.

For Decision

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BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL **Friday, 22 May 2020**

Minutes of the meeting of the Board of Governors of the City of London School held
on Friday, 22 May 2020 at 9.00 am

Present

Members:

Tim Levene (Chairman)
Deputy James Thomson (Deputy
Chairman)
Alexander Barr
Nicholas Bensted-Smith (Ex-Officio
Member)
Deputy Keith Bottomley
Lesley Cartmell (Co-opted)
John Claughton (Co-opted)
Marianne Fredericks
Rosie Gill (Co-opted)
Caroline Haines

Andrew Jones (Co-opted)
Alderman Vincent Keaveny
Ronel Lehmann (Co-opted)
Lord Levene of Portsoken (Co-opted)
Deputy Edward Lord
Paul Madden (Co-opted)
Sylvia Moys
Ian Seaton
Paul Stein (Co-opted)
Deputy Philip Woodhouse (Ex-Officio
Member)

Officers:

Alan Bird	- Head, City of London School
Charles Griffiths	- Bursar, City of London School
Dr Richard Brookes	- Senior Deputy Head, City of London School
Steven Reynolds	- Chamberlain's Department
Danielle Maalouf	- Chamberlain's Department
Ola Obadara	- City Surveyor's Department
Polly Dunn	- Town Clerk's Department
Rebecca Muscat	- Town Clerk's Department
Kerry Nicholls	- Town Clerk's Department

1. APOLOGIES

Apologies for lateness were received from Deputy Edward Lord.

The Chairman welcomed Governors to the first formal virtual meeting of the Board of Governors and led the Board in thanking Deputy James Thomson who had been obliged to stand down as Chairman after taking up the chairmanship of the Police Authority Board but would continue to serve as Deputy Chairman.

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

There were no declarations.

3. MINUTES

Alexander Barr requested that the list of attendees to the previous meeting be updated to reflect his attendance via conference call.

RESOLVED, that the public minutes of the meeting on 11 March 2020, be approved as a correct record, subject to the above amendment.

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

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 Local Government Act.

7. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting on 11 March 2020, be approved as a correct record.

8. **EMERGENCY MATTERS OF THE BOARD OF GOVERNORS RELATING TO COVID-19**

Governors considered a report of the Head outlining emergency matters of the Board of Governors relating to COVID-19.

9. **PHASE 1 - CITY OF LONDON SCHOOL MASTERPLAN**

Governors considered a report of the City Surveyor on Phase 1 of the City of London School Masterplan.

10. **EDUCATIONAL UPDATE UNDER COVID-19**

Governors considered a report of the Head providing an educational update under COVID-19.

11. **HARDSHIP BURSARIES**

Governors heard an update from the Bursar on hardship bursaries.

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

There were no questions.

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

There was no other business.

- a) **Emergency COVID-19 related IT infrastructure and Wi-Fi upgrade project.**

Governors considered a report of the Head on an emergency COVID-19 related IT infrastructure and Wi-Fi upgrade project.

b) **Pupil and Parent Survey - Summary (13 May 2020)**

Governors considered a report of the Head outlining the findings of a Pupil and Parent Survey undertaken in May 2020.

14. **CONFIDENTIAL MINUTES**

RESOLVED, that the confidential minutes of the meeting on 11 March 2020, be approved as a correct record.

The meeting ended at 10.42 am

Chairman

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

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