



Board of Governors of the Guildhall School of Music and Drama

Date: MONDAY, 25 NOVEMBER 2019

Time: 1.45 pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

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

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Lunch will be served in the Guildhall Club at 1pm
N.B. Part of this meeting may be subject to audio or visual recording

John Barradell
Town Clerk and Chief Executive

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 OF BOARD MEETINGS**
 - a) Board of Governors - 13 May 2019 (Pages 1 - 8)
 - b) Board of Governors (inquorate meeting) - 23 September 2019 (Pages 9 - 14)
4. ***PUBLIC MINUTES OF COMMITTEE MEETINGS**
 - a) Finance & Resources Committee - 4 November 2019 (Pages 15 - 18)
 - b) Governance & Effectiveness Committee - 28 October 2019 (Pages 19 - 24)
 - c) Audit & Risk Management Committee - 13 November 2019
The Draft Public Minutes will be tabled at the meeting.
 - d) Remuneration & Nominations Committee - 18 November 2019
To Follow
5. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 25 - 26)
6. ***UPDATED AGENDA PLAN FOR 2019/20 FOR THE BOARD OF GOVERNORS**

Report of the Principal.

For Information
(Pages 27 - 30)
7. **PRINCIPAL'S PUBLIC REPORT**

Report of the Principal of the Guildhall School of Music & Drama.

8. ACADEMIC ASSURANCES

For Decision

- a) Academic Board annual report for 2018/19 (Pages 49 - 84)
Report of the Principal.
- b) Academic Assurances Working Group Report and Recommendation (Pages 85 - 94)
Report of the Principal.
- c) Programme closure documentation for the BA in Performance and Creative Enterprise (Pages 95 - 104)
Report of the Principal.

9. GUILDHALL SCHOOL INTERNATIONAL STRATEGY

Report of the Principal.

For Decision
(Pages 105 - 126)

10. GUILDHALL SCHOOL CAPITAL AND SUPPLEMENTARY PROJECTS PLAN 2020/21

Report of the Principal.

For Decision
(Pages 127 - 142)

11. REMUNERATION ANNUAL STATEMENT

Report of the Principal.

For Information
(Pages 143 - 148)

12. RECRUITMENT STRATEGY DOCUMENT FOR CO-OPTED MEMBERS OF THE BOARD AND ITS COMMITTEES

Report of the Principal.

For Decision
(Pages 149 - 168)

13. INTERNAL AUDIT ANNUAL REPORT AND OPINION

Report of the Head of Internal Audit.

For Information
(Pages 169 - 190)

14. **ANNUAL REPORT OF THE AUDIT & RISK MANAGEMENT COMMITTEE**

Report of the Chairman of the Board's Audit & Risk Management Committee.

For Information
(Pages 191 - 200)

15. ***INTERPRETATION OF OFFICE FOR STUDENTS GUIDANCE CONCERNING THE INDEPENDENCE OF MEMBERS**

Joint Report of the Chamberlain and the Comptroller & City Solicitor.

For Information
(Pages 201 - 204)

16. ***REPORT OF URGENT ACTION TAKEN BETWEEN MEETINGS**

Report of the Town Clerk.

For Information
(Pages 205 - 208)

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

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

19. **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

20. **+NON-PUBLIC MINUTES OF BOARD MEETINGS**

a) Board of Governors (inquorate meeting) - 23 September 2019 (Pages 209 - 212)

b) Board of Governors - 13 May 2019 (Pages 213 - 216)

21. ***NON-PUBLIC MINUTES OF COMMITTEE MEETINGS**

a) Finance & Resources Committee - 4 November 2019 (Pages 217 - 222)

b) Governance & Effectiveness Committee - 28 October 2019 (Pages 223 - 224)

c) Audit & Risk Management Committee - 13 November 2019

The Draft Non-Public Minutes will be tabled at the meeting.

d) Remuneration and Nominations Committee - 18 November 2019

To Follow.

22. **PRINCIPAL'S NON PUBLIC REPORT AND BREXIT UPDATE**

Report of the Principal of the Guildhall School of Music & Drama.

For Decision
(Pages 225 - 234)

23. **BUSINESS PLAN**

Report of the Principal of the Guildhall School of Music & Drama.

For Discussion
(Pages 235 - 248)

24. **ANNUAL ACCOUNTABILITY RETURN**

Report of the Principal of the Guildhall School of Music & Drama.

For Decision
(Pages 249 - 256)

25. **FINANCIAL FORECAST TO THE OFFICE FOR STUDENTS**

Report of the Principal.

For Decision
(Pages 257 - 290)

26. **OFFICE FOR STUDENTS ACCOUNTS DIRECTION FOR 2018/19**

Report of the Principal.

For Decision
(Pages 291 - 314)

27. **RISK REGISTER**

Report of the Principal.

For Information
(Pages 315 - 356)

28. **FINANCIAL STATEMENTS FOR 2018/19 AND AUDIT ASSESSMENT**

Report of the Principal.

For Information
(Pages 357 - 380)

29. **REVIEW OF YEAR ON YEAR SALARY MOVEMENTS**

Report of the Principal.

For Decision
(Pages 381 - 384)

30. **INDEPENDENT REASONABLE ASSURANCE REPORT TO THE GUILDHALL SCHOOL OF MUSIC AND DRAMA AND CITY OF LONDON CORPORATION**

For Information
(Pages 385 - 410)

31. **GUILDHALL SCHOOL MANAGEMENT INFORMATION 'DASHBOARD' 2019/20 - SEPTEMBER 2019 (PERIOD 6)**

Report of the Principal of the Guildhall School of Music & Drama.

For Information
(Pages 411 - 422)

32. **GUILDHALL SCHOOL BUDGET REPORT - 2020/21**

Report of the Principal of the Guildhall School of Music & Drama.

For Decision
(Pages 423 - 430)

33. **WAIVER REPORT: MA CTPD BERGERAC CIRCUS PROJECT**

Report of the Principal of the Guildhall School of Music & Drama.

For Decision
(Pages 431 - 436)

34. **SAFEGUARDING UPDATE**

Principal to be heard.

For Information

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

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