

**BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL**  
**Wednesday, 8 December 2021**

Minutes of the meeting of the Board of Governors of the City of London School held  
at City of London School, Queen Victoria Street, EC4V 3AL on Wednesday, 8  
December 2021 at 10.00 am

**Present**

**Members:**

Tim Levene (Chairman)	Timi Dorgu
Deputy Keith Bottomley (Deputy Chairman)	Rosie Gill
Deputy James Thomson	Andrew Jones
Deputy Edward Lord	Ronel Lehmann
Alexander Barr	Paul Madden
Marianne Fredericks	

**Officers:**

Alan Bird	- Head Teacher City of London School
Arnold Flanagan	- Bursar
Alice Martineau	- Deputy Head (Pastoral)
Jayne Moore	- Clerk
Charlie Pearce	-
Nicholas Basye	- Senior Accountant
Steven Reynolds	- Chamberlain's Department
Kerry Nicholls	- Clerk
Rachel Thompson	- Head of Prep
Brian Brierley	- City Surveyor's Department
Charles Griffiths	- Bursar, City of London School

**1. APOLOGIES**

Apologies were received from The Rt Hon. The Lord Mayor of London Vincent Thomas Keaveny, Dominic Christian, and Nicholas Bensted-Smith.

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

There were no declarations.

The Chairman thanked former Board members Caroline Haines and John Cloughton for their service and contributions to the Board.

**3. MINUTES**

**RESOLVED**, That the minutes of the meeting of 14 October be approved as an accurate record of the proceedings.

**4. MINUTES OF FINANCE & ESTATES COMMITTEE MEETING**

Members received the minutes of the meeting of the Finance & Estates Committee of 17 November 2021.

**5. MINUTES OF GOVERNANCE COMMITTEE MEETING**

Members received the minutes of the Governance Committee meeting of 17 November 2021.

**6. HEAD'S REPORT**

Members received the report of the Head.

The Head expressed his thanks to Andrew McBroom for his hard work.

**7. CJS GOVERNANCE STRUCTURE**

Members considered the report of the Head and of the Head of the City Junior School on CJS governance.

Members were asked to make themselves known to the Clerk if they were interested in sitting on the proposed CJS sub-committee.

A Governor suggested that the following phrase in the proposed CJS Terms of Reference be amended: "up to 3 external members as co-opted non-City of London Corporation Governors with experience relevant to the Board" (paragraph 1), to read as follows "up to 3 additional members as Governors with experience relevant to the Board". The proposed amendment would have the effect of attracting the widest possible body of talent and expertise without ruling out City of London representatives.

**RESOLVED,** That Members

1. Agree in principle to the creation of a sub-committee to undertake the duties of the Board of Governors of the City Junior School
2. Agree to the draft Terms of Reference as detailed in Appendix 3, including the following proposed amendment: replace the phrase "up to 3 external members as co-opted non-City of London Corporation Governors with experience relevant to the Board" (paragraph 1 of the proposed CJS Terms of Reference) with this phrase: "up to 3 additional members as Governors with experience relevant to the Board."
3. Agree the respective revised Terms of Reference of the Board of Governors of the City of London School and Board of Governors of the City of London School for Girls, which includes the oversight of the City Junior School
4. Agree the appointment from each of the Boards of Governors of CLSG and CLS of up to two Common Councillor Governors, one Co-opted Governor, and the Chairs of the Board of Governors (as ex-officio Governors).

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

There were no questions.

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

There was no other business.

10. **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.

11. **NON-PUBLIC MINUTES**

Members considered the non-public minutes of the meeting of 14 October 2021.

12. **NON-PUBLIC MINUTES OF THE FINANCE & ESTATES COMMITTEE**

Members received the non-public minutes of the Finance & Estates Committee of 17 November 2021.

13. **NOTES OF THE INFORMAL MEETING OF CLS AND CLSG FINANCE & ESTATES COMMITTEES**

Members received the notes of the informal meeting of 23 November 2021.

14. **NON-PUBLIC MINUTES OF THE GOVERNANCE COMMITTEE**

Members received the non-public minutes of the meeting of 17 November 2021.

15. **OUTSTANDING ACTIONS**

Members received the list of outstanding actions.

The meeting heard that City Surveyors are supportive of the demolition of the access ramp. The issue is being progressed and remains as a masterplan meeting standing item.

16. **HEAD'S REPORT (NON-PUBLIC)**

Members received the non-public report of the Head.

17. **PROPOSED 2022/23 REVENUE BUDGET**

Members considered the proposed 2022/23 budget.

18. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND 2022/23 AND 20 YEAR PLAN OF WORKS**

Members considered the report on the Repairs, Maintenance and Improvement Fund 2022/23, and the 20-year plan of works.

19. **CLS MASTERPLAN - GATEWAY 3 REPORT**

Members considered the report of the City Surveyor.

20. **BURSAR'S REPORT - MASTERPLAN UPDATE**

Members received the report of the Bursar.

21. **COMPLIANCE REPORT**

Members received the report of the Head.

A Member asked whether any outstanding items were a cause for concern. The meeting heard that the four points all related to CCTV provision which has reached the end of its contractual support life, and is currently in progress. An update on CCTV is to be provided in March 2022.

**RESOLVED,** That Members

1. Note the report
  2. Approve the following: Physical Interventions and Restraint policy 2021, Careers Education, Information and Guidance policy 2021, Curriculum Teaching and Learning policy, including Appendix of Curriculum plan 2021, English as and Additional language (EAL) policy 2021, Learning Support and Disability policy 2021, Complaints policy 2021, ECT (Early Career Teachers) Induction policy 2021, Digital Safety policy 2021
22. **HEALTH AND SAFETY REPORT**  
Members received the report of the Head.
23. **TOM AND GOVERNANCE REVIEW**  
Members considered the TOM and Governance review.
24. **SAFEGUARDING REPORT**  
Members received the Safeguarding report of the Head.
25. **RISK REGISTER UPDATE**  
Members received the report of the Compliance Manager.
26. **REPORT ON CITY JUNIOR SCHOOL**  
Members received the report of the Head of City Junior School.
27. **PROPOSED 2022/23 REVENUE BUDGET FOR CITY JUNIOR SCHOOL AND PROPOSED TUITION FEE FROM SEPTEMBER 2022**  
Members considered the report of The Chamberlain and the Bursar of CJS.
28. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
29. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

**The meeting ended at 12.15 pm**

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Chairman

**Contact Officer: Jayne Moore**  
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