



Finance and Estates Sub Committee of the Board of Governors of the City of London School for Girls

Date: FRIDAY, 14 FEBRUARY 2020

Time: 11.00 am

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Peter Gordon Bennett (Chairman) Emma Edhem (Alderman)
Randall Keith Anderson Prem Goyal (Alderman)
Nicholas Michael Bensted-Smith Deputy Clare James
Mark Bostock Deputy Richard David Regan

Enquiries: Kerry Nicholls
kerry.nicholls@cityoflondon.gov.uk

Next Meeting Date: 11.00am, Wednesday 20 May 2020

Lunch will be served in Guildhall Club at 1pm

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

**John Barradell
Town Clerk and Chief Executive**

AGENDA

Part 1

1. APOLOGIES

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

3. MINUTES

- a) Minutes of the meeting of Reference Sub-Committee held on 17 October 2019

To consider the public minutes and non-public summary of the meeting of the Reference Sub-Committee held on 17 October 2019.

- b) Minutes of the meeting of Finance Sub-Committee held on 17 October 2019

To consider the public minutes and non-public summary of the meeting of the Finance Sub-Committee held on 17 October 2019.

For Decision
(Pages 1 – 4)

4. SCHEDULE OF STANDING ITEMS

Report of the Town Clerk.

For Information
(Pages 5 - 6)

5. REVIEW OF TERMS OF REFERENCE

Report of the Town Clerk.

For Decision
(Pages 7 - 8)

6. COMPLIANCE UPDATE

Report of the Headmistress.

For Information
(Pages 9 - 22)

7. RISK REGISTER 2019-20 FOR: THE CITY OF LONDON SCHOOL FOR GIRLS BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL FOR GIRLS SCHOLARSHIPS AND PRIZES FUND

Joint Report of the Chamberlain and the Bursar.

For Decision
(Pages 23 - 30)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
10. **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

11. NON-PUBLIC MINUTES

- a) Non-Public Minutes of the meeting of Reference Sub-Committee held on 17 October 2019

To consider the non-public minutes of the meeting of the Reference Sub-Committee held on 17 October 2019.

- b) Non-Public Minutes of the meeting of Finance Sub-Committee held on 17 October 2019

To consider the non-public minutes of the meeting of the Finance Sub-Committee held on 17 October 2019.

For Decision
(Pages 31 – 38)

12. OUTSTANDING ACTIONS

Report of the Town Clerk.

For Information
(Pages 39 - 40)

13. MANAGEMENT OF ARREARS OF FEES AT CLSG - AUTUMN TERM 2019

Report of the Headmistress.

For Decision
(Pages 41 - 56)

14. FINANCIAL INFORMATION DASHBOARD

Joint report of the Chamberlain and the Bursar.

For Information
(Pages 57 - 72)

15. **ESTATES UPDATE**

- a) Report of Action Taken Between Meetings
Report of the Town Clerk.

For Information
(Pages 73 - 74)

- b) CLSG Emerging Estate Strategy
Report of the Headmistress.

For Decision
(Pages 75 - 78)

16. **LEAVERS' CEREMONY**

The Headmistress to be heard.

For Information

17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

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

Part 3 - Confidential Agenda - Circulated Separately

19. **STAFFING STRUCTURE**

Report of the Headmistress.

(Appendix 1 – Review of Staffing Structure and Appendix 3 – Sheet B – To Follow)

For Decision

20. **TEACHING SALARY BENCHMARKING REVIEW**

Report of the Headmistress.

For Information