

**FINANCE AND ESTATES COMMITTEE OF THE BOARD OF GOVERNORS OF  
THE CITY OF LONDON SCHOOL FOR GIRLS  
Wednesday, 10 November 2021**

Minutes of the meeting of the Finance and Estates Committee of the Board of  
Governors of the City of London School for Girls held at Guildhall at 11.00 am

**Present**

**Members:**

Peter Bennett (Chairman)  
Randall Anderson  
Nicholas Bensted-Smith  
Mark Bostock  
Alderman Prem Goyal  
Alderman Robert Howard  
Dhruv Patel

**Officers:**

Jenny Brown	Headmistress
Jane Elliott-Waine	Compliance Manager
John Hall	Bursar
Rhiannon Leary	Town Clerk's Department
Kerry Nicholls	Town Clerk's Department
Steven Reynolds	Chamberlain's Department
Charlie Pearce	Chief Operating Officer's Department

1. **APOLOGIES**

There were no apologies for absence.

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

There were no declarations.

3. **MINUTES**

**RESOLVED**, that the minutes of the meeting held on 13 September 2021 be approved as an accurate record.

4. **PUBLIC OUTSTANDING ACTIONS**

Governors considered a report of the Town Clerk outlining public Outstanding Actions and the following point was made:

- Specialist legal advice was being sought on the proposal to merge the Schools' Bursary Fund and Scholarships and Prizes Fund to maximise the efficient use of these funds and further updates would be provided to the Finance and Estates Committee when available.

**RESOLVED**, that public Outstanding Actions be noted.

5. **SCHEDULE OF STANDING ITEMS**

Governors considered a report of the Town Clerk outlining the Schedule of Standing Items.

**RESOLVED**, that the Schedule of Standing Items be noted.

6. **CLSG HEALTH, SAFETY AND COMPLIANCE UPDATE**

Governors considered a report of the Headmistress providing an update on health, safety and compliance matters at the City of London School for Girls and the following point was made:

- The Independent Schools' Inspectorate undertook a material change inspection of the School on 3 November 2021. This had been a positive experience for the School which showcased its strong culture of ownership around compliance matters and the Inspector had recommended the Department for Education allow the School's planned material change. In response to a question from the Chairman, the Compliance Manager advised that Independent Schools did not qualify for the Government scheme to install carbon dioxide monitors in state-funded education settings. Instead, the School had purchased and installed four carbon dioxide monitors across the Main School site as well as a portable monitor to take measurements in areas identified as being of concern.

**RESOLVED**, that the current position be noted.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

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

There was no other urgent business.

9. **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 they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

10. **NON-PUBLIC MINUTES**

**RESOLVED**, that the non-public minutes of the meeting held on 13 September 2021 be approved as an accurate record.

11. **NON-PUBLIC OUTSTANDING ACTIONS**

Governors considered a report of the Town Clerk outlining non-public Outstanding Actions.

12. **CLSG RISK REGISTER UPDATE**

Governors considered a report of the Headmistress providing an update on the Risk Register of the City of London School for Girls.

13. **MANAGEMENT OF ARREARS OF FEES AT CLSG**  
Governors considered a report of the Headmistress regarding the management of arrears of fees at the City of London School for Girls.
14. **PROPOSED 2022/23 REVENUE BUDGET**  
Governors considered a joint report of the Chamberlain and the Bursar presenting the proposed 2022/23 Revenue Budget.
15. **REPAIRS, MAINTENANCE AND IMPROVEMENT FUND 2022/23 AND 20-YEAR PLAN OF WORKS**  
Governors considered a joint report of the Chamberlain, the City Surveyor and the Bursar presenting the proposed Repairs, Maintenance and Improvement Fund 2022/23 and 20-Year Plan.
16. **ESTATES UPDATES**
  - A. **CLSG Estates Strategy and City Junior School Update**  
Governors considered a report of the Bursar providing an update on the City of London School for Girls' Estates Strategy and City Junior School.
17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**  
There was one non-public question.
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other urgent business.

**The meeting ended at 12.10 pm**

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Chairman

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