



## Governance Committee of the Board of Governors of the City of London School

**Date:** WEDNESDAY, 17 NOVEMBER 2021  
**Time:** 10.45 am  
**Venue:** CITY OF LONDON SCHOOL, QUEEN VICTORIA ST, EC4V 3AL

**Members:** Tim Levene (Chairman)                      Dominic Christian  
Deputy Keith Bottomley (Deputy                  Ian Seaton  
Chairman)    David Woodgate  
Deputy Edward Lord

**Enquiries:** Jayne Moore  
Jayne.Moore@cityoflondon.gov.uk

### Accessing the virtual public meeting

**Members of the public can observe this public meeting via this link:**

<https://youtu.be/kCHqJKl-QiE>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

**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. **TERMS OF REFERENCE**

To receive the Committee's Terms of Reference.

**For Information**  
(Pages 5 - 6)

4. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 25 May 2021.

**For Decision**  
(Pages 7 - 8)

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

7. **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

8. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 25 May 2021.

**For Decision**  
(Pages 9 - 10)

9. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

**For Information**  
(Pages 11 - 12)

**Confidential**

10. **TOM AND GOVERNANCE REVIEW - INDEPENDENT SCHOOLS**

To receive the draft TOM and governance review for Independent Schools.

**For Discussion**  
(Pages 13 - 28)

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

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

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## **Governance Sub-Committee of the Board of Governors of the City of London School**

The Committee's role is to:

- Oversee the effectiveness of governance arrangements;
- Source, interview and select the co-opted members of the Governing Board;
- Advise on the skills needed on the Governing Board to assist in the selection of new Common Council Governors.

### Composition

- The Chairman of the Committee shall be selected from amongst its members with the agreement of the Full Governing Board.
- Chairman and Deputy Chairman of the Board of Governors;
- Up to three other Governors appointed by the Board of Governors (one of whom must be a Common Council Governor).
- Meetings will be attended by the Head and the Bursar. Attendees do not have a vote.
- The Bursar will co-ordinate the work of the Committee.

### Quorum

- The quorum shall be any three Governors.
- Any decision taken by the Committee shall require the agreement of the majority of Common Council Governors present at the meeting and voting.

The Committee has the power to act on the following matters:

- The Committee will maintain and annually update a skills audit of the Governing Board, identifying and noting gaps;
- The Committee will seek to identify individuals able to serve as co-opted Governors. Such individuals will be interviewed and elected to the Board as agreed by the majority of those present, including a majority of Common Council Governors present and voting.
- Such gaps as may occur should be used as guidance helping to assist in the selection of Common Council Governors;

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## GOVERNANCE COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Tuesday, 25 May 2021

**Minutes of the meeting of the Governance Committee of the Board of Governors of the City of London School held virtually at 8.45 am**

### **Present**

#### **Members:**

Tim Levene (Chairman)	Alderman Vincent Keaveny
Deputy James Thomson (Deputy Chairman)	Deputy Edward Lord

#### **Officers:**

Alan Bird	- Head, City of London School
Dr Richard Brookes	- City of London School
Charles Griffiths	- City of London School
Polly Dunn	- Town Clerk's Department

#### **1. APOLOGIES**

Apologies were received from Lord Levene of Portsoken.

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

There were no declarations.

#### **3. MINUTES**

**RESOLVED**, that the public minutes and non-public summary of the meeting held on 25 February 2021 be approved as accurate record.

#### **4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items 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 held on 25 February 2021 be approved as accurate record.

8. **OUTSTANDING ACTIONS**

Governors received a report of the Town Clerk regarding outstanding actions of the Committee.

9. **GOVERNOR RECRUITMENT**

Governors received a report of the Bursar regarding Governor recruitment.

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

There were no questions.

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

There was no other business.

**The meeting closed at 9.17 am**

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Chairman

**Contact Officer: Polly Dunn  
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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