

**BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC AND
DRAMA**

Monday, 17 September 2012

Minutes of the meeting of the Board of Governors of the Guildhall School of Music and Drama held at Guildhall, EC2 on Monday, 17 September 2012 at 11.10 am

Present

Members:

Alderman David Graves (Chairman)
Deputy John Bennett (Deputy Chairman)
Deputy John Barker
John Chapman
Christina Coker
Deputy Stella Currie
Daisy Evans
Daniel Evans
Professor Barry Ife
Katharine Lewis
Pamela Lidiard
Kathryn McDowell
Deputy Wendy Mead
Ann Pembroke
Alderman Fiona Woolf

Also in attendance:

Deputy Catherine McGuinness

Officers:

Rakesh Hira	- Town Clerk's Department
Mat Lawrence	- Town Clerk's Department
Nick Bodger	- Culture, Heritage & Libraries Department
Sir Nicholas Kenyon	- Managing Director Barbican Centre
Sandeep Dwesar	- Barbican Centre
Peter Martin	- Barbican Centre
Sean Gregory	- Barbican Centre
Clive Russell	- Guildhall School of Music & Drama
Jonathan Vaughan	- Guildhall School of Music & Drama
Christian Burgess	- Guildhall School of Music & Drama
Deborah MacCallum	- Guildhall School of Music & Drama
Peter Young	- Chairman of the Guildhall School Trust
Professor Mark Davies	- QAA Observer

The Chairman welcomed Professor Mark Davies (QAA Observer) who was undertaking the scrutiny phase for TDAP, Daisy Evans (SU President) and Peter Young (Guildhall School Trust) to the Board.

The Chairman offered his thanks to Jane Rigler (outgoing Chairman of the Guildhall School Trust) for her work on behalf of the Trust and her contributions to the Board meetings.

The Chairman reminded all Governors that the Season Preview will take place on 25 September 2012 and that the Graduation Ceremony will take place on 2 November 2012 in the Great Hall, Guildhall.

1. **APOLOGIES**

Apologies were received from Sir Andrew Burns, Neil Constable, Paul Hughes, Deputy Richard Regan and Jeremy Simons.

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

Alderman David Graves declared his personal interest as his daughter is at the Junior Guildhall (this was a standing declaration).

Deputy Catherine McGuinness declared her personal interest as a Trustee of the Guildhall School Development Fund, Vice Chair of Governors of the City Academy - Hackney, and a parent of a current student of the Guildhall School (this was a standing declaration).

Katharine Lewis declared her personal interest as her relative was a current student (this was a standing declaration).

3. **MINUTES**

The public minutes and summary of the meeting held on 14 May 2012 were approved subject to the following amendments:

Under item 4(i) the initials 'FRCM' be added at the end of Professor Barry Ife's name, under item 4(iv) the President of The Students' Union term be amended from 25 May 2012 to 31 July 2012 and under item 12 the sentence "...from November 2012 there would be a Hong Kong base at the HK Cultural Centre..." be amended to "...from November 2012 auditions would be held at the HK Cultural Centre...".

Matters Arising

The Chairman pointed out that Jeremy Simons had now been appointed as Chairman of the Audit & Risk Management Committee.

4. ***MINUTES OF THE FINANCE & RESOURCES COMMITTEE**
The public minutes and summary of the Finance & Resources Committee meeting held on 15 June 2012 were received.

5. ***MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**
The public minutes and summary of the Audit & Risk Management Committee meeting held on 3 July 2012 were received.

6. **PRINCIPAL'S GENERAL REPORT**
A report of the Principal updated Governors on the following general issues:

- Recent prize winners
- National Student Survey (NSS)
- Applications and Enrolment 2012/13
- Application for Taught Degree-Awarding Powers (TDAP)
- UKBA activity
- University of East Anglia and Hestercombe House

The Principal reported that comparative NSS scores published that morning, placed the Guildhall School first in both music and drama.

A discussion took place on applications and enrolment and it was noted that various outreach initiatives had been progressed, for example, specialist schools had been contacted/visited, plans were in place to develop a fast track to year two, Masterclasses were being put together and Milton Court would attract potential students.

A detailed discussion took place on the 2012 NSS results and in response to a question by a Governor it was pointed out that management had looked at various ways to improve the services provided to students i.e. timetable clashes. It was noted that whilst some scores were comparatively low, the overall satisfaction rate was in excess of 90% and the School's standards and processes were robust and good.

It was highlighted that an app had been developed and launched to provide students with key information.

Governors welcomed the proposal that a report be submitted to the next Board meeting examining the rationale for additional potential associations, such as had been mooted with the University of East Anglia and Hestercombe House.

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7. **CITY OF LONDON CORPORATION GOVERNANCE REVIEW**
The Court of Common Council had agreed that a Working Party be established to undertake a post-implementation review of the revised governance

arrangements, after twelve months of their operation, to take stock of the new arrangements and how they were working.

The report before Governors, prepared on behalf of the Working Party, sought comments, if any, on the governance arrangements introduced in March 2011 and the impact they may have had on the operation of the Board of Governors of the Guildhall School of Music & Drama.

RESOLVED – that the report be noted with no further comment.

8. **CULTURAL STRATEGY**

The Governors considered a report of the Director of Culture, Heritage & Libraries on the City of London's Cultural Strategy. The aim of the Strategy was to present a coherent overview of the City's hugely important contributions to the life of London and the nation around culture and heritage, with development plans that could be monitored.

The Chairman pointed out that the City Corporation wished to emphasise its cultural contribution to London and the nation. Increasing collaboration with various City-related cultural bodies was consequently an important activity.

A discussion took place and it was pointed out that the Strategy was setting a direction of travel and that the various strands would be developed and progressed in the future.

RESOLVED – That Governors note and endorse the City of London Cultural Strategy 2012 – 2017.

9. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

A report of the Town Clerk was tabled advising Governors of the action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Board in accordance with Standing Order Nos. 41(a) and 41(b).

The actions taken related to the conversion of space to accommodate Music Therapy, the appointment of Jeremy Simons on the Audit & Risk Management Committee and the appointment of Jeremy Simons as the Chairman of the Audit & Risk Management Committee.

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

Starred Items

In response to a question by a Governor the Chairman explained that starred items were determined by himself, the Deputy Chairman, Principal, Town Clerk and other key officers.

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

There were no urgent items.

12. **EXCLUSION OF THE PUBLIC**

RESOLVED: That under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

Item Nos.	Exempt Paragraphs
13 - 22	3

13. **NON PUBLIC MINUTES**

The non-public minutes and summary of the meeting held on 14 May 2012 were approved.

Matters Arising

Fundraising Strategy for Milton Court: Naming Rights

The Principal explained that the comprehensive set of procedures for the acceptance and recognition of donations reflecting best practice in the Higher Education sector was in progress and would be submitted to the next meeting.

14. ***NON PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**

The non-public minutes and summary of the Finance & Resources Committee held on 14 June 2012 were received.

15. ***NON PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**

The non-public minutes and summary of the Audit & Risk Management Committee held on 3 July 2012 were received.

16. **STRATEGIC PLAN REVIEW**

The Board considered a report of the Principal.

Deputy Catherine McGuinness left the room for Item 17.

17. **FULL FEE SCHEDULE 2013/14**
The Board considered and agreed a report of the Principal.
18. **GUILDHALL SCHOOL ENTERPRISE BUSINESS PLAN AND UPDATE ON ACTIVITY TO DATE**
The Board considered a report of the Assistant Principal.
19. ***THE GUILDHALL SCHOOL WITH MILTON COURT**
The Board received a report of the Chief Operating and Financial Officer.
20. ***DEVELOPMENT OFFICE ANNUAL REPORT 2011/12**
The Board received a report of the Head of Development.
21. ***2013 ACCESS AGREEMENT AND INTERIM WIDENING PARTICIPATION STRATEGIC ASSESSMENT**
The Board received a report of the Principal.
22. **FINANCE REVIEW**
The Board received a report of the Chief Operating and Financial Officer.
23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were no urgent items.

The meeting ended at 1.10 pm

Chairman

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