



Board of Governors of the Guildhall School of Music and Drama

Date: MONDAY, 13 MAY 2013

Time: 1.45 pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

Deputy John Barker	Paul Hughes
Deputy John Bennett	Professor Barry Ife
Sir Andrew Burns	Pamela Lidiard
Deputy John Chapman	Kathryn McDowell
Christina Coker	Deputy Wendy Mead
Neil Constable	Ann Pembroke
Daisy Evans	John Scott
Daniel Evans	Jeremy Simons
Marianne Fredericks	Angela Starling
Alderman David Graves	Alderman Fiona Woolf
Gareth Higgins	

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Lunch will be served in the Guildhall Club at 1pm

**John Barradell
Town Clerk and Chief Executive**

AGENDA

Principal's Introduction to the Agenda

Following the recent Court elections, there are a number of important items of business relating to the Board's constitution (items 3-7). The main items of School business follow from the Board's approval of the revised strategic plan in 2012, and the agreement of the Resource Allocation Sub-Committee in March to fund the delivery of the plan. The heart of the agenda is therefore in items 21-26, which provide updates of the strategic plan in the light of the RA Sub decision (21), headline fees for 2014/15 (22), the long-term financial plan itself as submitted to RA Sub (23), the 2013/14 budget (24) and draft five-year forecasts for HEFCE (25). Finally, the 2012/13 outturn report is provided for information (26). These important finance items show that, in general, the School is in a balanced position, will be able to manage the transitional running costs of Milton Court and will be able to invest in its academic infrastructure over the coming years to enable it to meet its growth targets in the strategic plan.

Now that Milton Court is close to completion, the Board is asked to note progress on fundraising and agree proposals for the recognition of principal donors (item 27). The Board is also provided with an update on practical completion and a preview of the arrangements for the formal opening of the building and the highlights of the opening season.

The Board will also receive a presentation from the Creative Learning division (item 12) and be asked to approve arrangements for two CYM satellite centres in Norfolk and Somerset. These are important planks in the School's strategy to strengthen its position as the UK's largest supplier of specialist music education to students under 18, and to maintain and develop its commitment to widening participation in the performing arts by young people in London and beyond. Finally, the Board will be asked to approve the recommendations of the nominations committee for fellowships and honorary fellowships. This year's list recognises the important contributions of a number of people to the delivery of Milton Court.

Those items which it is proposed can be approved or noted without discussion are marked with a star (*). It is open to any Governor to request that an item be unstarred and subject to discussion. Governors may inform the Town Clerk of this request prior to the meeting, or the Chairman at the start of the meeting.

Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **ORDER OF THE COURT OF COMMON COUNCIL**

To receive the Order of the Court of Common Council, 25 April 2013, appointing the Board and approving its Terms of Reference (copy attached).

For decision
(Pages 1 - 2)

4. **ELECTION OF CHAIRMAN**

To elect a Chairman in accordance with Standing Order No. 29.

For decision

5. **ELECTION OF DEPUTY CHAIRMAN**

To elect a Deputy Chairman in accordance with Standing Order No. 30.

For decision

6. **BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA AND NEW COURT APPOINTMENTS**

To note that the Guildhall School Governors are as follows: -

- (i) Principal of the Guildhall School for the time being
Professor Barry Ife CBE FKC Hon FRAM BA (Hons) PhD ALCM
- (ii) Academic Member of the School Staff elected by the School's Academic Staff –
Pamela Lidiard
- (iii) Non-Academic Member of School Staff Elected by School Administrative Staff –
Gareth Higgins
- (iv) Guildhall School Student Representative for the time being - Daisy Evans,
President of the Students' Union
- (v) 6 Co-opted Governors
- (vi) 11 Common Council Members; Marianne Fredericks, John Scott and Angela
Starling were recently elected by the Court of Common Council and Deputy John
Bennett was re-elected.

7. **APPOINTMENT OF SUB COMMITTEES FOR 2013/2014**

Report of the Town Clerk (copy attached).

For decision
(Pages 3 - 20)

8. **PUBLIC MINUTES**

To agree the public minutes and summary of the meeting held on 4 February 2013
(copy attached).

For decision
(Pages 21 - 26)

9. ***PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**

To receive the public minutes of the Finance & Resources Committee held on 30 April
2013 (To Follow).

For decision
(Pages 27 - 28)

10. ***PUBLIC MINUTES OF THE NOMINATIONS COMMITTEE**

To receive the public minutes of the Nominations Committee held on 2 May 2013 (To Follow).

For decision
(Pages 29 - 30)

11. **PRINCIPAL'S GENERAL REPORT**

Report of the Principal (copy attached).

For decision
(Pages 31 - 38)

12. **CREATIVE LEARNING - PRESENTATION**

Presentation by the Director of Creative Learning.

For decision
(Pages 39 - 68)

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

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

15. **EXCLUSION OF THE PUBLIC**

MOTION: 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.

Part 2 - Non Public Agenda

16. **NON PUBLIC MINUTES**

To agree the public minutes and summary of the meeting held on 4 February 2013 (copy attached).

For decision
(Pages 69 - 72)

17. **LONDON LIVING WAGE - STUDENT AND STAFF CATERING CONTRACT**

Report of the Chamberlain (copy attached).

For decision
(Pages 73 - 80)

18. ***NON PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**
To receive the non-public minutes of the Finance & Resources Committee held on 30 April 2013 (To Follow).
For decision
(Pages 81 - 84)
19. ***NON PUBLIC MINUTES OF THE NOMINATIONS COMMITTEE**
To receive the non-public minutes of the Nominations Committee held on 2 May 2013 (To Follow).
For decision
(Pages 85 - 86)
20. **RECOMMENDATION FOR FELLOWSHIPS AND HONORARY FELLOWSHIPS - 2013**
Report of the Principal (copy attached).
For decision
(Pages 87 - 98)
21. **STRATEGIC PLAN REVISION**
Report of the Principal (copy attached).
For decision
(Pages 99 - 104)

FINANCE

22. **SENIOR SCHOOL HEADLINE TUITION FEES FOR 2014/15**
Report of the Principal (copy attached).
For decision
(Pages 105 - 110)
23. **GUILDHALL SCHOOL LONG TERM FINANCIAL PLAN**
Joint report of the Chamberlain and Principal (copy attached).
For decision
(Pages 111 - 146)
24. **BUDGET MANUAL - FINANCIAL YEAR 2013/14**
Report of the Chief Operating & Financial Officer (copy attached).
For decision
(Pages 147 - 174)

25. **ACADEMIC YEAR FINANCIAL FORECASTS (DRAFT)**

Report of the Chief Operating & Financial Officer (copy attached).

For decision
(Pages 175 - 178)

26. **FINANCE REVIEW**

Report of the Chief Operating & Financial Officer (copy attached).

For decision
(Pages 179 - 184)

MILTON COURT

27. **MILTON COURT FUNDRAISING AND RECOGNITION**

Report of the Principal (copy attached).

For decision
(Pages 185 - 194)

28. **MILTON COURT PRACTICAL COMPLETION AND OPENING SEASON**

Report of the Principal (copy attached).

For decision
(Pages 195 - 200)

29. **CYM SATELLITES**

Report of the Principal (copy attached).

For decision
(Pages 201 - 224)

30. **PROGRESS REPORT CAPITAL/SUPPLEMENTARY REVIEW PROGRAMME
2009/10 - 2013/14 AND PROPOSALS FOR CAPITAL/SUPPLEMENTARY REVIEW
PROGRAMME 2014/15 - 2016/17**

Report of the Principal (copy attached).

For decision
(Pages 225 - 248)

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

32. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**