

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC AND DRAMA

Monday, 13 May 2013

Minutes of the meeting of the Board of Governors of the Guildhall School of Music and Drama held at Guildhall, EC2 on Monday, 13 May 2013 at 1.45pm

Present

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
Marianne Fredericks	Jeremy Simons
Alderman David Graves	Alderman Fiona Woolf
Gareth Higgins	

In Attendance

Deputy Catherine McGuinness CC
Nicy Roberts, Representative of the Centre for Young Musicians
Peter Young, Chairman of the Guildhall School Trust
Diane Meehan, TDAP Observer

Officers:

Rakesh Hira	- Town Clerk's Department
Mathew Lawrence	- Town Clerk's Department
Chris Bilsland	- Chamberlain
Sandeep Dwesar	- Guildhall School of Music & Drama
Clive Russell	- Guildhall School of Music & Drama
Jonathan Vaughan	- Guildhall School of Music & Drama
Christian Burgess	- Guildhall School of Music & Drama
Michael Dick	- Guildhall School of Music & Drama
Sean Gregory	- Guildhall School of Music & Drama
Hannah Bibbins	- Guildhall School of Music & Drama

Alderman Fiona Woolf took the Chair

1. APOLOGIES

Apologies were received from Daniel Evans.

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

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

Sir Andrew Burns declared that he was Chairman of the Hestercombe Gardens Trust (this was a standing declaration).

Nicy Roberts declared that she was a member of the CYM Monitoring Group, editor of the CYM newsletter UPBEAT, and organiser of the LSSO Alumni database (this was a standing declaration).

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

The Order of the Court of Common Council, 25 April 2013, appointing the Board and approving its Terms of Reference was received.

4. **ELECTION OF CHAIRMAN**

Governors proceeded to elect a Chairman pursuant to Standing Order No. 29. The Town Clerk read out a list of Governors eligible for the Chair, and Alderman David Graves, being the only Governor indicating his willingness to serve was duly elected Chairman for the ensuing year, and took the Chair.

The Chairman welcomed Marianne Fredericks, John Scott and Angela Starling on joining the Board and thanked Stella Currie, Deputy Richard Regan and Alderman Sir David Wootton for their contribution and hard work whilst serving as Governors.

The Chairman also welcomed Diane Meehan, TDAP observer.

5. **ELECTION OF DEPUTY CHAIRMAN**

Governors proceeded to elect a Deputy Chairman pursuant to Standing Order No. 30. The Town Clerk read out a list of Governors eligible to serve as Deputy Chairman, and Deputy John Bennett, being the only Governor indicating his willingness to serve was duly elected Deputy Chairman for the ensuing year.

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

RESOLVED – That the following Guildhall School Governors be noted:

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**

A report of the Town Clerk setting out the appointment of the Audit & Risk Management, Remuneration, Nominations, Reference, Finance & Resources and Governance & Effectiveness Sub Committees for 2013/2014 was considered.

RESOLVED – That the 2013/14 membership of the Sub Committee be noted/approved as follows:

- a) the membership of the **Audit & Risk Management Committee** comprise of the following Governors:
 - Jeremy Simons (*elected Chairman of the Audit & Risk Management Sub Committee*)
 - Christina Coker
 - Neil Constable
 - Angela Starling
 - **Vacancy**
- b) the membership of the **Remuneration Committee** comprise of the following Governors:
 - Alderman David Graves, Chairman
 - Deputy John Bennett, Deputy Chairman
 - Sir Andrew Burns
 - Neil Constable
 - Barry Ife
 - Pamela Lidiard
 - Jeremy Simons

- c) the membership of the **Nominations Committee** comprise of the following Governors:
- Alderman David Graves, Chairman
 - Deputy John Bennett, Deputy Chairman
 - Sir Andrew Burns
 - Christina Coker
 - Marianne Fredericks
 - Paul Hughes
 - Barry Ife
 - Pamela Lidiard
 - John Scott
 - Jeremy Simons
- d) the membership of the **Reference Sub Committee** comprise of the following Governors:
- Alderman David Graves, Chairman
 - Deputy John Bennett, Deputy Chairman
 - Deputy John Barker
 - Sir Andrew Burns
 - Deputy John Chapman
 - Gareth Higgins
- e) the membership of the **Finance & Resources Committee** comprise of the following Governors:
- Alderman David Graves, Chairman
 - Deputy John Bennett, Deputy Chairman
 - Sir Andrew Burns
 - Deputy John Chapman
 - Marianne Fredericks
 - John Scott
 - **Vacancy**
- f) the membership of the **Governance & Effectiveness Committee** comprise of the following Governors:
- Sir Andrew Burns, Chairman
 - Deputy John Bennett, Deputy Chairman
 - Alderman David Graves
 - Gareth Higgins
 - Barry Ife
 - Jeremy Simons

8. **PUBLIC MINUTES**

The public minutes of the meeting held on 4 February 2013 were approved as a correct record.

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

The public minutes of the Finance & Resources Committee held on 30 April 2013 were received.

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

The public minutes of the Nominations Committee held on 2 May 2013 were received.

11. **PRINCIPAL'S GENERAL REPORT**

A report of the Principal which provided Governors with an update on the general issues as outlined below was considered:

- Awards and Prizes
- Recent Alumni Successes
- Staff Successes
- Safeguarding
- Funding of the Strategic Plan
- Provisional HEFCE grant for 2013/14
- Milton Court
- Funding
- Queen's Anniversary Prizes 2013-14
- Production Review and;
- Partnerships.

A discussion took place and it was noted that a draft policy on safeguarding/child protection would be produced by the Town Clerk and a report would be submitted to the next meeting which would detail the Board's responsibilities.

In relation to the School's prospectus it was noted that a new version had now been printed with four additional pages on the School's partnerships.

RECEIVED

12. **CREATIVE LEARNING - PRESENTATION**

The Director of Creative Learning provided a brief presentation on Creative Learning. He explained that a strategy had been established which created lifelong learning, a scope for progression, key values, a mission statement and learning modules. There were four key themes which were as follows:-

- Schools, Young People, Families and Adults;
- Undergraduates;
- Leadership Masters and;
- Professional Development.

A discussion took place and in response to a question by a Governor, the Director of Creative Learning explained that due to timetable constraints travelling time to external placements could prove a challenge for some students. Discussions were therefore taking place with more neighbouring Boroughs such as Tower Hamlets, Islington and Hackney.

In relation to what an undergraduate student was achieving the Director of Creative Learning explained that students were being equipped to develop the full range of skills required to be a successful professional practitioner in the 21st century. Areas of training include performing, composing, collaborating, leading and teaching in a variety of cultural, educational and community-based settings, as well as in subject areas such as health and well-being, performance psychology, entrepreneurship and career planning. Learning experiences for both undergraduates and postgraduates also included undertaking inter-disciplinary and cross-sector projects in a wide variety of contexts, enabling students to better understand the expectations and opportunities that would lie before them during their professional careers.

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

Live Performance

In response to a question by a Governor it was noted that the School would explore any potential opportunities in using the amphitheatre for live performance.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

15. 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.

16. NON PUBLIC MINUTES

The non-public minutes of the meeting held on 4 February 2013 were approved as a correct record.

17. LONDON LIVING WAGE - STUDENT AND STAFF CATERING CONTRACT

A report of the Chamberlain was considered and agreed.

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

The non-public minutes of the Finance & Resources Committee held on 30 April 2013 were received.

19. *NON PUBLIC MINUTES OF THE NOMINATIONS COMMITTEE

The non-public minutes of the Nominations Committee held on 2 May 2013 were received.

Kathryn McDowell and Clive Russell were not present for Item 20

20. **RECOMMENDATION FOR FELLOWSHIPS AND HONORARY FELLOWSHIPS - 2013**
A report of the Principal was considered and agreed.
 21. **STRATEGIC PLAN REVISION**
A report of the Principal was considered and agreed.
 22. **SENIOR SCHOOL PROVISIONAL TUITION FEES FOR 2014/15**
A report of the Principal was considered and agreed.
 23. **GUILDHALL SCHOOL LONG TERM FINANCIAL PLAN**
A joint report of the Principal and Chamberlain was received.
 24. **BUDGET MANUAL - FINANCIAL YEAR 2013/14**
A report of the Chief Operating & Financial Officer was considered and agreed.
 25. **ACADEMIC YEAR FINANCIAL FORECASTS (DRAFT)**
A report of the Chief Operating & Financial Officer was considered and agreed.
 26. **FINANCE REVIEW**
A report of the Chief Operating & Financial Officer was received.
- Extension of the meeting**
In accordance with Standing Order 40, the Board agreed to extend the meeting beyond two hours.
27. **MILTON COURT FUNDRAISING AND RECOGNITION**
A report of the Principal was considered and agreed.
 28. **MILTON COURT PRACTICAL COMPLETION AND OPENING SEASON**
A report of the Principal was received.
 29. **CYM SATELLITES**
A report of the Principal was considered and agreed.
 30. **PROGRESS REPORT CAPITAL/SUPPLEMENTARY REVIEW PROGRAMME 2009/10 - 2013/14 AND PROPOSALS FOR CAPITAL/SUPPLEMENTARY REVIEW PROGRAMME 2014/15 - 2016/17**
A report of the Principal was considered and agreed.
 31. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
 32. **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 4.00pm

Chairman

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