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| Committee: Governance & Effectiveness Committee of the Board of Governors of the Guildhall School of Music & Drama | Date: 2 October 2018 |
| Subject: Draft agenda plan for the Board of Governors | Public |
| Report of: Principal | For Decision |
| Report author: Katharine Lewis | |

Summary

The proposed agenda plan covers the usual set of required reporting plus also suggests that meetings are themed to ensure that the full range of the School's activities is covered in detail at some point during the year.

At each meeting the Principal's reports will also include updates on the achievements and challenges for each directorate.

It is intended that the Board should move to a 4 meeting cycle with an away day in July ensuring an even spacing of contact and update.

The cycle and agenda plan is based on current Office for Students (OfS) reporting requirements but these may change. [Housekeeping matters have not been included.]

During discussions a view on "virtual meetings" would be welcome, ie where the approval of non-contentious and urgent business can be conducted by email (recent five year forecasts for OfS refers).

Recommendation

Members are asked to:

- Endorse the agenda plan (subject to amendment if required) for onward approval by the Board of Governors

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 Secretary & Dean of Students

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