

Committee: Board of Governors of the Guildhall School of Music and Drama	Date: 19 February 2019
Subject: Terms of Reference and Frequency of Meetings of the Board of Governors of the Guildhall School of Music and Drama	Public
Report of: Town Clerk	For Decision

Summary

1. As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees/Boards should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.

2. The terms of reference of the Board of Governors of the Guildhall School of Music and Drama are attached as an appendix to this report. A minor addition is proposed as highlighted and shaded in grey (4. (f) responsibility for the promotion of equality and diversity throughout the School) to correct the omission of this term in error after they were last reviewed by the Governance and Effectiveness Committee and then the Board in May 2018. A list of the dates of forthcoming Board and Committee meetings is set out below

Recommendations

The Board is recommended to:

- a) approve the Terms of Reference of the Board with the minor addition of 4. (f) for submission to the Court as set out in the appendix, subject to any comments; and

- b) consider the frequency of their meetings going forward.

Dates of forthcoming Board and Committee meetings

3. All meetings **1.45** except where individually indicated:-

Governance and Effectiveness Committee - Monday 1 April
Finance and Resources Committee - Monday 8 April
Audit and Risk Management – Tuesday 16 April
Remuneration and Nominations Committee - Monday 29 April
Board – Monday 13 May

Board –Summer Awayday – TBC

Finance and Resources Committee - Friday 6 September (11.00)
Audit and Risk Management Committee – Wednesday 11 September
Board – Monday 23 September

Governance and Effectiveness Committee - Monday 28 October (11.00)
Finance and Resources Committee - Monday 4 November
Audit and Risk Management Committee – Wednesday 13 November (11.00)
Remuneration and Nominations Committee - Monday 18 November (11.00)
Board – Monday 25 November

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