

Committee(s) Board of Governors of the City of London Freeman's School	Dated: 4 February 2021
Subject: Annual Review of Terms of Reference	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	3, 8 & 10
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: The Town Clerk	For Decision
Report author(s): Polly Dunn, Senior Committee and Member Services Officer	

Summary

This is the Board of Governor's Annual Review of its terms of reference and composition, where Governors are invited to recommend any changes to the Policy and Resources Committee and the Court of Common Council for consideration.

Focus for discussion is centred on the Board's composition.

Recommendation(s)

Members are invited to:

- approve, subject to any comments, the terms of reference of the Committee (as set out in **appendix 1**) for consideration by the Policy and Resources Committee and Court of Common Council;
- consider whether the current frequency of meetings of the Board remains appropriate;
- consider the current composition of the Board; and
- delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider any further changes to the Terms of Reference for 2021/22.

Main Report

Background

1. Each Grand Committee of the Court of Common Council is invited to review its terms of reference annually and to provide any suggested amendments to the

Policy and Resources Committee and Court of Common Council for approval at their respective March and April meetings.

2. Members are also invited to comment on the frequency of meetings of the Board, and to consider whether the Board could usefully be convened on more, or fewer, occasions during 2020/21.
3. In light of recommendations made by the Nominations Committee which have, in turn, stemmed from recommendations from both the Tomlinson and Lisvane (Governance) Review, this report sets out options for Governor consideration. Governors should note that any changes to the Board's terms of reference will need the approval of the Policy and Resources Committee and the Court of Common Council, which will consider any proposals in light of the ongoing implementation of the governance review.

Current Position

4. **Terms of Reference.** The Board's current terms of reference which set out its delegated powers and responsibilities from Court, are set out in appendix one for Governor consideration and remain unchanged from previous years.
5. **Frequency of Meetings.** The Board is scheduled to meet on four occasions during 2021. Governors are invited to comment on whether they feel this frequency of meetings allows for proper consideration of business or whether the Board could meet more frequently or infrequently.
6. **Composition.** The following recommendation is quoted from the *Report of Inquiry into the funding of education by the City of London Corporation (Sir Mike Tomlinson)*

"There needs to be further changes to the governance arrangements for schools, most notably in the case of the independent schools. There needs to be a common period of office across the Family of Schools and a limit placed on the total number of years any Member may serve on the one governing body. Members appointed to governing bodies should have the skills needed by the school, thus reducing the need to appoint so many independent governors. **The size of the governing bodies should be limited ideally to 12 members with a maximum of 15.**"

7. Sir Mike Tomlinson also comments on the need for a common fixed term of appointment across the City's Family of Schools.
8. In light of these recommendations, the Nominations Committee met to discuss options for the City of London Freeman's School. In summary, Governors of the Committee were supportive of a reduction in the Board's total membership, with a recommendation that the number of Common Councillor Governors be reduced to eight, with a further debate to be had by the Board as to the number of co-optees (bearing in mind the need to maintain a Court of Common Council majority membership). The Committee was also supportive for a cap on the total length of service of a Governor, provided thought was given to the possible exception/caveat

for those serving in the position of Chairman/Deputy Chairman. Their full deliberations are found within the non-public minutes of the meeting held on 1 December 2020

9. With these recommendations in mind, the Board is invited to consider whether it would like to propose any amendments to its composition to Policy and Resources Committee (and subsequently Court of Common Council).
10. The Board may choose to not make any changes this year, pausing on any amendments, subject to further work on the implementation of the City's Governance Review across the Corporation.
11. The draft terms of reference are provided within the appendix for your consideration. Additions are underlined and redactions are ~~struck-through~~.
12. The membership as listed on the appendix is correct as of July 2020. Any changes to membership in the last year will be picked up in the 2021 Court report.

Corporate & Strategic Implications

13. Members should consider the current scope of the Board's Terms of Reference, and bear in mind the impact of any proposed changes, particularly resource, legal and equalities implications.

Conclusion

14. Amendments to the Terms of Reference are put forward for the consideration of Members, for onward approval by the City of London Police Authority Board.

Appendix 1 – Draft Terms of Reference of the Board of Governors of the City of London Freeman's School 2021/22

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