

**FINANCE AND RESOURCES COMMITTEE OF THE BOARD OF GOVERNORS  
OF THE GUILDHALL SCHOOL OF MUSIC & DRAMA**

**Friday, 23 April 2021**

Minutes of the meeting streamed to You Tube.

<https://www.youtube.com/watch?v=NVIuWAJ7isM>

Please note the above recording will be available for one year from the date of the meeting

**Present**

**Members:**

Vivienne Littlechild (Chairman)  
Graham Packham (Deputy Chairman - *in the Chair*)  
George Abrahams  
Lew Hodges  
Neil Greenwood

**In Attendance**

**Officers:**

Lynne Williams	- Principal, Guildhall School of Music and Drama
Jonathan Vaughan	- Vice Principal, Guildhall School of Music & Drama
Graeme Hood	- Guildhall School of Music and Drama
Niki Cornwell	- Chamberlain's Guildhall School
Julie Mayer	- Town Clerk's Department

**1. APOLOGIES**

There were no apologies.

Before commencing the business on the agenda, the Town Clerk explained that this was a meeting of the '*past*' Finance and Resources Committee of the Board of Governors of the Guildhall School of Music and Drama as it fell between the Annual Meeting of the Court and the first meeting of the Board of Governors. The past Chairman had asked the past Deputy Chairman to take the Chair.

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

There were no declarations.

**3. PUBLIC MINUTES**

The public minutes and summary of the meeting held on 19<sup>th</sup> January 2021 were approved as a correct record, subject to an amendment correcting '*on-going concern*' to '*going concern*'.

**4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE FINANCE & RESOURCES COMMITTEE**

There were no questions.

5. **MANAGEMENT DASHBOARD FOR THE YEAR ENDING 31 MARCH 2021**

The Committee received a report of the Principal showing the projected out-turn for the year ending 31 March 2021.

The Committee noted that, because of the pandemic, it had been necessary for the Junior School to offer discounts, some students had withdrawn, and short courses had been reduced. The officer also explained that student accommodation, catering, ticket sales and hiring from the West End stage and others had been affected. The School had remained open and, therefore, it had not been possible to make sufficient savings on expenditure to recover all losses on income. The Committee also noted that reserves had depleted, and the City would cover covid related losses of £1.2 m in this financial year, and £1.3m in the next. There had been agreement in principle to a further £5-600k of assistance, to cover losses from the January 2021 lockdown. The officer explained that the deficit position was pre any further support in 2021, and this was referenced in the budget report later on this agenda.

The Chairman asked for the following amendments before the report was presented to the Board:

1. An error in the variances between the budget and forecast.
2. The report to state clearly that it sets out the full year outturn for 2021.
3. An explanation that 'Funding Council' represents both the Office for Students and Research England.

In response to a question about the cost of establishment staff and Professors, the officer explained that a lot of short courses had been cancelled, at very short notice, and the School had honoured the teaching contracts. The Committee also noted that face-to-face teaching had been in smaller groups, and the School had been required to pay for multiple iterations of a course. The officer also explained that the budget plans had been drafted in the Autumn of 2019, to include an extensive front of house restructure, but anticipated savings had not materialised. The Chairman asked for this commentary to be added to the report when it is presented to the Board. The Principal advised that, given Professors are specialists, it had not been possible to use their skills more generally across 1-1 sessions and in the smaller teaching groups

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

There were some frustrations expressed in respect of delays to the Silk Street works and the ongoing impact on heating and ventilation. Members asked if the Board could receive an oral update on 17th May 2021 and for firm timescales to be in place.

7. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act as follows: -

<b>Item</b>	<b>Paragraph</b>
8-11	3

8. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 19<sup>th</sup> January 2021 were approved as a correct record.

9. **GUILDHALL SCHOOL BUDGET REPORT - 2021/22**

The Committee received a report of the Principal.

10. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE FINANCE & RESOURCES COMMITTEE**

There was one question whilst the public were excluded.

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

There were no urgent items.

**The meeting ended at 11.10 am**

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Chairman

**Contact Officer: Julie Mayer**  
**[julie.mayer@cityoflondon.gov.uk](mailto:julie.mayer@cityoflondon.gov.uk)**