

BOARD OF GOVERNORS OF THE GUILDHALL SCHOOL OF MUSIC AND DRAMA

Monday, 24 February 2014

Minutes of the meeting of the Board of Governors of the Guildhall School of Music and Drama held at Committee Room - 2nd Floor West Wing, Guildhall on Monday, 24 February 2014 at 1.45pm

Present

Members:

Alderman David Graves (Chairman)	Professor Barry Ife
Deputy John Bennett (Deputy Chairman)	Pamela Lidiard
Deputy John Barker	Jeremy Mayhew
Deputy John Chapman	Kathryn McDowell
Christina Coker	Ann Pembroke
Neil Constable	John Scott
Ieuan Davies	Jeremy Simons
Daniel Evans	Angela Starling
Marianne Fredericks	

Officers:

Sean Cable	- Town Clerk's Department
Sandeep Dwesar	- Guildhall School of Music and Drama
Clive Russell	- Guildhall School of Music and Drama
Sean Gregory	- Guildhall School of Music and Drama
Michael Dick	- Guildhall School of Music and Drama
Steve Eddy	- Guildhall School of Music and Drama
Jo Hutchinson	- Guildhall School of Music and Drama

1. APOLOGIES

Apologies were received from Sir Andrew Burns, Gareth Higgins, Paul Hughes and the Rt Hon the Lord Mayor Alderman Fiona Woolf.

The Chairman thanked Daniel Evans, as this was his last meeting as a Governor of the School, and expressed the hope that the School would continue to benefit from his engagement with the School.

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

Nicy Roberts declared her personal interest as 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. PUBLIC MINUTES

The public minutes of the meeting held on 18 November 2013 were approved as a correct record.

4. ***PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**
The public minutes of the Audit & Risk Management Committee held on 20 January 2014 were received.
5. ***PUBLIC MINUTES OF THE FINANCE & RESOURCES COMMITTEE**
The public minutes of the Finance & Resources Committee held on 24 January 2014 were received.
6. ***MINUTES OF THE SKILLS WORKING PARTY**
The minutes of the Skills Working Party meeting on 14 February 2014 would be submitted to the next Board meeting.

The Deputy Chairman informed the Board that both the Chairman and the Deputy Chairman of the Board were on the Skills Working Party.

7. ***RESOLUTION FROM THE POLICY & RESOURCES COMMITTEE**
The Board received a resolution from the Policy & Resources Committee relating to the Cultural Hub Working Party.
8. **CORPORATE GOVERNANCE - SCHEME OF DELEGATIONS AND STANDING ORDERS**
The Board received a report of the Town Clerk regarding a review of the City Corporation's review of the Scheme of Delegations which requested all service Committees/Boards to consider those elements for which they had responsibility.

The Board noted that the delegations to the Principal had not changed and were simply declaratory of the existing position and involved no material change.

RESOLVED, that –

- I. the delegation relating to the Principal of the Guildhall School of Music & Drama as set out in the appendix to the report be approved.
 - II. the proposed amendment to Standing Orders relating to the declaration of operation property assets which are surplus to requirements be noted.
9. **DECISIONS TAKEN UNDER URGENCY PROCEDURES**
The Board received a report from the Town Clerk reporting decisions taken under Urgency Procedures since the last meeting.

The Board noted that the Town Clerk had, in consultation with the Chairman and Deputy Chairman, approved the establishment of the Skills Working Party together with the proposed membership. This decision had been taken under Urgency in order to enable the Working Party to meet and to report its findings at the next meeting of the Board in May.

RESOLVED, that – the report be noted.

10. **PRINCIPAL'S GENERAL REPORT**

A report of the Principal updated Governors on a number of general issues which included:

- Awards & Prizes
- Milton Court
- Taught Degree-Awarding Powers (TDAP)
- 2013 Admissions
- 2014 Admissions
- Brand Review, Visual Identity and Fundraising Case for Support
- Programme Developments
- Regional and International Developments
- Enterprise

Milton Court

With regard to Milton Court, the number of outstanding snags had reduced to just 290 of the 6,098 that had been identified.

A serious flaw remains with the building due to the build-up of excessive heat in the fly tower of the theatre largely due to the theatre stage lighting.

Excessive heat could have a destabilising impact on the control systems for the automated flying system causing the flying system to power down. A Member asked whether there were good grounds to recover the potential financial losses to the School as a result of the problem with the fly tower heat build-up. Officers explained that the installations comply with the design specification but it also appeared that the design complied with the design brief, so there seemed to be no clear contractual recourse. The contractor and professional team were co-operating closely in seeking a solution, not least because there would be reputational issues if they were left unresolved.

2013 Admissions

Admissions were said to be going well and in response to a question, around confidence that the School was attracting the best students (despite high acceptance rates), the Principal explained that all Heads of Institution sought the very best students. The Board was asked to note that the School was operating in a very competitive domestic and international market. It was apparent that applicants were attracted to studying in London owing to its reputation. A mix of affordability (for domestic students) and tighter immigration controls (for international students) all represented a challenge to the School when attracting top class students. This meant that, ultimately, all UK universities were competing to attract a smaller pool of talented individuals.

RESOLVED, that – the report be noted.

11. **ANNUAL REVIEW OF CARBON REDUCTION STRATEGY**

The Board received a report of the Director of Operations and Buildings (Barbican/GSMD) regarding the Guildhall School Carbon Reduction Strategy.

The Board noted that the Guildhall School's original Carbon Reduction Strategy was first approved and published in February 2011 and had since been revised on an annual basis. The report and the associated update of the Carbon Reduction Strategy 2011-2020 was the third revision. It included:

- an update on progress achieved so far, showing that scope 1 and 2 direct greenhouse gas emissions were reduced to 31.56% below the 2005 baseline in 2011/12, thus achieving the first interim milestone of a 31% reduction. In the 2012/13 period this reduction had reduced to 28% of baseline, this could be attributed to the colder winter conditions in the period. A degree day comparison with the 2005 baseline year showed a 31% increase in degree days for 2013.
- the results of the 2013 staff travel survey showed an overall increase in carbon when compared to previous surveys. However when the increase in staff numbers was accounted for there was a decrease in carbon impact.
- a continuation of the reduction target of 8% by 2020 for indirect greenhouse gas emissions arising from transport, and of 30% for those arising from water and waste.

The Board noted that the Higher Education Funding Council for England required that all Higher Education Carbon Reduction Strategies and their revisions should be approved by the Higher Education institution's governing body.

RESOLVED, that – the revised Carbon Reduction Strategy be approved.

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

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

14. 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:-

Item	Paragraph
15	3
16	3
17	3
18	
19	3
20	3

21	
22	3
23	3

15. **NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 18 November 2013 were approved as a correct record.

16. ***NON PUBLIC MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE**

The non-public minutes of the Audit & Risk Management Committee held on 20 January 2014 were received.

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

The non-public minutes of the Finance & Resources Committee held on 24 January 2014 were received.

18. **VISUAL IDENTITY - PROGRESS REPORT**

The Board received a presentation from Pentagram.

19. **MONITORING RETURN FOR THE 2012/13 ACCESS AGREEMENT AND INTERIM WIDENING PARTICIPATION STRATEGIC STATEMENT (IWPSS)**

The Board received a report of the Principal.

20. **GUILDHALL SCHOOL SCHOLARSHIPS FUND 2013/14**

The Board received a report from the Principal regarding the Guildhall Scholarship Fund 2013/14.

21. **BUDGET UPDATE 2014/15**

The Board received a report of the Chief Operating & Financial Officer.

22. **FINANCE REVIEW**

The Board received a report of the Chief Operating & Financial Officer.

23. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY**

The Board received a report from the Town Clerk reporting decisions taken under Urgency Procedures since the last meeting.

24. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

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

There was no urgent business.

26. **CONFIDENTIAL MINUTES**

The confidential minutes of the meeting held on 18 November 2013 were considered and agreed.

The meeting ended at 4.20pm

Chairman

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