



## Education Board

**Date:** THURSDAY, 16 MARCH 2017

**Time:** 12.00 pm

**Venue:** ALDERMEN'S DINING ROOM - 4TH FLOOR WEST WING, GUILDHALL, EC2V

**Members:** Deputy Catherine McGuinness (Chairman)  
Henry Colthurst (Deputy Chairman)  
Randall Anderson  
Deputy John Bennett  
Sheriff & Alderman Peter Estlin  
The Lord Mountevans  
Stuart Fraser  
Christopher Hayward  
Ann Holmes  
Virginia Rounding  
Sheriff & Alderman William Russell  
Ian Seaton  
Roy Blackwell (Co-Opted)  
Tim Campbell (Co-Opted)  
Helen Sanson (Co-Opted)  
Veronica Wadley (Co-Opted)

**Enquiries:** Alistair MacLellan  
Alistair.MacLellan@cityoflondon.gov.uk

**NB: Part of this meeting could be the subject of audio video recording.**

**John Barradell  
Town Clerk and Chief Executive**

# AGENDA

1. **APOLOGIES**

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

3. **PUBLIC MINUTES**

To agree the public minutes and summary of the meeting held on 12 January 2017.

**For Decision**  
(Pages 1 - 12)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

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

6. **EXCLUSION OF THE PUBLIC**

**MOTION** - 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

**For Decision**

## **Part 2 - Non-Public Agenda**

7. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 12 January 2017.

**For Decision**  
(Pages 13 - 16)

8. **ACADEMY EXPANSION PROGRAMME - Highbury Grove**

Report of the Director of Community and Children's Services.  
*Appendix 1 and Appendix 5 to follow.*

**For Decision**  
(Pages 17 - 54)

9. **ACADEMIES DEVELOPMENT PROGRAMME UPDATE**

Director of Community and Children's Services.  
*Appendix 4 to follow.*

**For Information**  
(Pages 55 - 70)

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

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

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## EDUCATION BOARD

Thursday, 12 January 2017

Minutes of the meeting of the Education Board held at Committee Room - 2nd Floor  
West Wing, Guildhall on Thursday, 12 January 2017 at 3.00 pm

### Present

#### Members:

Deputy Catherine McGuinness (Chairman)	Christopher Hayward
Henry Colthurst (Deputy Chairman)	Ann Holmes
Randall Anderson	Sheriff & Alderman William Russell
Deputy John Bennett	Ian Seaton
Sheriff & Alderman Peter Estlin	Tim Campbell
Stuart Fraser	

#### Officers:

Alistair MacLellan	- Town Clerk's Department
Stephanie Basten	- Town Clerk's Department
Sophie Hulm	- Economic Development Office
Shegufta Rahman	- The City Bridge Trust
Mark Jarvis	- Chamberlain's Department
Emily Rimington	- Comptroller & City Solicitor's Department
Neal Hounsell	- Interim Director of Community and Children's Services
Mark Emmerson	- Education Strategy Director
Gerald Mehrtens	- Director of Academy Development
Barbara Hamilton	- Head of Adult Community Learning, Department of Community and Children's Services
Julia Hodson	- Virtual School Headteacher, Department of Community and Children's Services
Jeanne Barnard	- Education Unit, Department of Community and Children's Services
Tizzy Keller	- Education Unit, Department of Community and Children's Services
Claire Hersey	- City of London Academies Trust
Carol Boswarthack	- Department of Culture, Heritage and Libraries
Sue Ireland	- Director of Open Spaces
Grace Rawnsley	- Head of Learning, Open Spaces Department

#### 1. APOLOGIES

Apologies for absence were received from Alderman The Lord Mountevans, Chris Hayward, Virginia Rounding, Roy Blackwell, Helen Sanson and Veronica Wadley.

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

There were no declarations.

## 2.1 **Standing Declarations**

A register of standing declarations was received.

### 3. **ANNUAL REPORT VIRTUAL SCHOOL HEADTEACHER ACADEMIC YEAR 2015/16**

**RESOLVED**, that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act.

Members agreed to vary the order of items on the agenda so that an Annual Report of the Director of Community and Children's Services on the Virtual School Headteacher for the Academic Year 2015/16 was considered first.

## **RECEIVED**

*At the conclusion of the item, Members moved back in to public session.*

### 4. **MINUTES AND ACTION SHEET**

The minutes of the meeting held on 10 November 2016 were approved as a correct record, and a list of actions received.

## **Matters Arising**

### **Chair of City Academy Hackney**

The Chairman noted that the KPMG candidate for Chair of the Governing Body had withdrawn their candidacy and that the City of London Corporation would be notified of a proposed replacement in due course.

### 5. **SUB COMMITTEE MINUTES**

#### 5.1 **Nominations Sub (Education Board) Committee**

The draft minutes of the Nominations Sub (Education Board) Committee meeting held on 29 November 2016 were received.

The Chairman noted that the minutes would be subject to amendment at the next meeting of the Sub Committee, and that she would update Members on the amendment in non-public session.

#### 5.2 **Education Charity Sub (Education Board) Committee**

The draft minutes of the Education Charity Sub (Education Board) Committee meeting held on 12 December 2016 were received.

### 6. **ANNUAL REVIEW OF REVIEW OF TERMS OF REFERENCE**

Members considered a report of the Town Clerk on the annual review of the Board's terms of reference and frequency of meetings.

A number of Members noted that the current terms of reference seemingly granted the Board wide responsibilities without control over corresponding

budgets. Following discussion it was agreed that the current terms of reference be approved but that a more in-depth review take place ahead of the 2018/19 iteration.

Members agreed the principle of five meetings per year provided meetings were distributed equitably throughout the year.

**RESOLVED**, that

- The terms of reference be submitted to the Policy and Resources Committee and the Court of Common Council for ratification, with any further changes deemed necessary in the lead up to the Board's appointment by the Court of Common Council delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.
- The Board meet at least five times per year.

7. **RESOLUTION OF THE POLICY AND RESOURCES COMMITTEE REGARDING THE APPOINTMENT OF SUB COMMITTEE CHAIRMEN**

Members considered a resolution of the Policy and Resources Committee concerning the appointment of Chairmen of Sub Committees.

Ann Holmes, being the sole objector, noted her opposition to the resolution, to be recorded in the minutes.

**RESOLVED**, that the convention put forward by the Policy Committee be endorsed, namely

- When a Chairman does not wish to exercise his or her right to be the Chairman of a Sub Committee and wishes a specific Member to be appointed, the Chairman must submit his or her nomination for Chairman to the wider Committee for approval.

8. **PROPOSED BUDGET ALLOCATION FOR FINANCIAL YEAR 2017/18**

Members considered a report of the Chamberlain and the Director of Community and Children's Services regarding the Education Board's proposed budget allocation for financial year 2017/18.

A Member noted he would welcome more granular detail in future such reports.

**RECEIVED**

9. **APPOINTMENT OF STRATEGIC EDUCATION AND SKILLS DIRECTOR**

Members considered a report of the Director of Community and Children's Services regarding the appointment of the Strategic Education and Skills Director and the following comments were made.

- It was suggested that the Deputy Chairman be added to the proposed membership of the appointment panel.

- The funding for the Strategic Education and Skills Director post should feature as a single dedicated item on the annual budget.
- Specific mention of Christ's Hospital and King Edward's School Witley should be made in the job description.

**RECEIVED**

**10. SCHOOL PARTNERSHIP EVENTS**

Members considered a report of the Director of Community and Children's Services regarding school partnership events. A Member noted that the forthcoming Quit Rents Ceremony was a potential filming opportunity.

**RECEIVED**

**11. BARBICAN AND COMMUNITY LIBRARIES SERVICES FOR CHILDREN AND FAMILIES**

Members considered a report of the Director of Culture, Heritage and Libraries regarding Barbican and Community Libraries Services for Children and Families.

**RECEIVED**

**12. OPEN SPACES LEARNING PROGRAMME**

Members considered a report of the Chamberlain and the Director of Open Spaces regarding short term funding arrangements for the Open Spaces Learning Programme. In response to a question, the Head of Learning (Open Spaces) confirmed that the Open Spaces Department worked in partnership with London Youth on the department's Green Talent initiative.

**RECEIVED**

**13. FINANCIAL SCRUTINY OF CITY OF LONDON ACADEMIES TRUST ACADEMIES**

Members considered a report of the Chief Executive Officer, City of London Academies Trust regarding financial scrutiny of City academies. The Chairman noted that as sponsor of the City academies, the City of London Corporation acting through the Education Board should reserve the right to inspect academy finances.

A Member suggested that it would be a useful exercise to conduct a financial 'stress test' of a hypothetical chain of circa twelve academies.

**RESOLVED**, that Members

- Endorse the proposal to formalise the central financial scrutiny of the City's academies as outlined within the report.
- Request that the City of London Academies Trust Board share with the City of London Corporation any recommendations that they adopt.



14. **CITY OF LONDON ACADEMIES TRUST POTENTIAL FINANCIAL RISKS**  
Members considered a report of the Director of Community and Children's Services regarding potential financial risks facing the City of London Academies Trust.

**RECEIVED**

15. **CITY OF LONDON ACADEMIES TRUST ENDOWMENT**  
This report was withdrawn.

16. **ACADEMIES RISK REGISTER**  
Members considered a report of the Director of Community and Children's Services regarding the academies risk register and the following comments were made. Members were content with the register subject to financial risks being made more explicit and for any statutory liabilities being made clearer.

**RECEIVED**

17. **EXAMINATION SCRUTINY MEETINGS**  
Members considered a report of the Director of Community and Children's Services regarding examination scrutiny meetings.

**RECEIVED**

18. **PRIORITISATION**  
Members agreed to discuss a report of the Director of Community and Children's Services on prioritisation for potential new City academies in non-public session.

**RESOLVED**, that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act.

*At the conclusion of the item Members moved back into public session.*

19. **LOCAL GOVERNING BODY GOVERNANCE FOR CITY OF LONDON ACADEMIES TRUST SCHOOLS**  
Members considered a report of the Director of Community and Children's Services on local governing body governance for the City of London Academies Trust schools. The Chairman noted that the City of London Academies Trust had been approached regarding the appointment of Anthony Smythe and Elaine Davis, former LGB governors, to the City of London Academy Southwark local governing body, and sought the Board's endorsement for their appointment.

**RESOLVED**, that Members

- Note and endorse the governance documentation for the City of London Academies Trust's LGBs including the appointments process for governor appointments to the Trust's LGBs;
- Note that the Trust has approved governance documentation for LGBs of the Trust;
- Note the City of London Corporation's role as Sponsor regarding LGB appointments;
- Note that the Education Unit will provide an update on governor membership to the Education Board as a standing item;
- Note the current Governors of City Schools;
- Endorse the appointment by the Trust of Anthony Smythe and Elaine Davis to the City of London Academy Southwark LGB.

20. **APPOINTMENT OF GOVERNOR TO THE CITY ACADEMY, HACKNEY**

Members considered a report of the Director of Community and Children's Services regarding the appointment of a City governor to the City Academy Hackney.

**RESOLVED**, that Members

- Approve the appointment of Katie Dowbiggin as a City governor on the City Academy Hackney governing body for a term of four years.

21. **MENTAL HEALTH IN CITY SCHOOLS**

Members considered a report of the Director of Community and Children's Services regarding mental health in City Schools. A Member noted that the report did not go into as much detail as he had hoped and requested that both parents and staff be featured going forward. The Chairman concurred and requested that safeguarding feature as a standing item on agendas going forward.

**RECEIVED**

22. **CITY BRIDGE TRUST PROJECTS SUPPORTING YOUNG LONDONERS INTO EMPLOYMENT**

Members considered a report of the Chief Grants Officer, City Bridge Trust regarding projects designed to support young Londoners into employment. In response to a question regarding what work the City Bridge Trust was doing in anticipation of the future nature of work – i.e. greater automation and use of artificial intelligence – an officer replied that the Trust was currently undertaking a Quinquennial review of its work and would welcome feedback from Members on this issue. A Member added that there was scope to promote greater partnership working with Innovate Finance.

**RECEIVED**

**23. CITY OF LONDON APPRENTICESHIPS**

Members considered a report of the Director of Community and Children's Services regarding apprenticeships. Members welcomed the report and requested that a more detailed item of work assessing both the future nature of work and the forthcoming Apprenticeship Levy be brought to the Board.

**RECEIVED**

**24. ECONOMIC DEVELOPMENT UPDATE - EMPLOYABILITY**

Members considered an update report of the Director of Economic Development on employability. In response to a query from a Member, the Head of Employability confirmed that a further update would be submitted to the May Board meeting.

**RECEIVED**

**25. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

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

There were no items of urgent business.

**27. 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.

**28. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 10 November 2016 were approved as a correct record.

**29. OUTREACH AT THE CITY OF LONDON FREEMEN'S SCHOOL**

**29.1 Resolution of the Board of Governors of the City of London Freeman's School**

Members considered a resolution of the Board of Governors of the City of London Freeman's School.

**RECEIVED**

**29.2 Outreach Report of the City of London Freeman's School**

Members considered an outreach report of the City of London Freeman's School.

**RECEIVED**

30. **ACADEMIES DEVELOPMENT PROGRAMME UPDATE**  
Members considered a report of the Director of Community and Children's Services regarding the academies development programme.

**RECEIVED**

31. **CITY OF LONDON PRIMARY ACADEMY SOUTHWARK - PHASE 1 & 2 - GATEWAY 5**  
Members considered a report of the City Surveyor regarding the City of London Primary Academy Southwark (Phases 1 & 2) project.

**RECEIVED**

32. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**  
There were no questions.

33. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
**Nominations Sub (Education Board) Committee Minutes – 29 November 2016**  
The Chairman updated the Board on a proposed amendment to the draft minutes of the Nominations Sub Committee held on 29 November 2016.

**The meeting ended at 5.00 pm**

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Chairman

**Contact Officer: Alistair MacLellan**  
**Alistair.MacLellan@cityoflondon.gov.uk**

**Education Board – Outstanding Actions**  
**12 January 2016**

<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>Progress Update</b>
12 January 2017	Notify Roy Blackwell of his appointment to the Board as co-opted Member.	Town Clerk	Completed
12 January 2017	Report on Apprenticeship Levy and building skills for future ways of working to be submitted to Board.	Director of Economic Development	Report to May 2017 Meeting
12 January 2017	Notify City Academy Hackney of the appointment of Katie Dowbiggin as City-appointed governor.	Town Clerk	Completed
12 January 2017	Safeguarding and Governor Membership to be made standing items on Board agendas.	Town Clerk	Completed
12 January 2017	Financial risks and statutory to be made more explicit in academies risk register.	COLAT Chief Financial Officer	Completed
12 January 2017	Financial ‘stress test’ exercise to be conducted to assess viability of a 12-strong academy chain.	COLAT Chief Financial Officer	Update at May 2017 meeting
12 January 2017	Quit Rents Ceremony to be considered as a filming opportunity.	Director of Communications	Completed

Date	Action	Officer responsible	Progress Update
12 January 2017	Deputy Chairman to be added to appointment panel for Strategic Education and Skills Director, the post to be allocated a specific line in annual budget, and reference made to Christ's Hospital and King Edward's School Witley in the job description.	Director of Community and Children's Services	Completed
10 November 2016	Report on Education to Employment to be submitted to future Board meeting.	Director of Economic Development	Report at May 2017 meeting.
10 November 2016	Independent schools to be requested to share progress data with a view to a report on progress data across the Family of City Schools to be produced.	Education Strategy Director	Update at January 2017 meeting.
15 September 2016	Interrelationship between cultural strand of education strategy and content for Cultural Hub to be clarified.	Town Clerk	Report to May 2017 meeting.
15 September 2016	Annual Conference for City Governors to be convened.	Education Strategy Director	Due May 2017.
15 September 2016	Report to be provided development of COLAT governance to date should come back to the Board, along with COLAT's scheme of delegation and accountability framework.	COLAT Chief Executive Officer	Report to May 2017 meeting once COLAT has conducted its one-year evaluation.

Date	Action	Officer responsible	Progress Update
15 September 2016	Delegated Authority to appoint sponsor governor to the Shoreditch Park Local Governing Body	Town Clerk	Outstanding.
21 July 2016	Report to be submitted to Education Board outlining work undertaken by Learning & Engagement Forum and links with Cultural Hub.	Director of Community and Children's Services	Report to May 2017 meeting.
21 July 2016	STEM report to be circulated to school governing bodies; STEM highlighted with forthcoming Lord Mayors; report on STEM engagement in City Schools to be submitted to Education Board in July 2017.	Director of Community and Children's Services	Report to July 2017 meeting.
21 July 2016	Education Charity Sub Committee to review eligibility criteria and make recommendations on any amendments in advance of 2017/18 funding cycle.	Town Clerk	Education Charity Sub Committee met on 12 December 2016 and requested officers draw up revised criteria for consideration by Board in May 2017.
3 March 2016	Themed discussion breakfasts to be convened for the Education Board.	Town Clerk	Outstanding.

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