



Education Board

Date: THURSDAY, 13 SEPTEMBER 2018

Time: 3.00 pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Henry Colthurst (Chairman)
Ann Holmes (Deputy Chairman)
Randall Anderson
Deputy Keith Bottomley
Alderman Peter Estlin
Stuart Fraser
Caroline Haines
Christopher Hayward
Alderman William Russell
Ruby Sayed
Deputy Philip Woodhouse
Tim Campbell
Deborah Knight
Veronica Wadley

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

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

N.B. Appendices are circulated separately.

**John Barradell
Town Clerk and Chief Executive**

AGENDA

Part 1 - Public Agenda

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

General

3. **PUBLIC MINUTES**
To agree the public minutes and summary of the meeting held on 19 July 2018.

For Decision
(Pages 1 - 8)

4. **ACTIONS**
Report of the Town Clerk.

For Information
(Pages 9 - 12)

5. **EDUCATION ACTIVITIES UPDATE**
Report of the Director of Community and Children's Services.

For Information
(Pages 13 - 14)

6. **GOVERNOR APPOINTMENTS UPDATE**
Report of the Director of Community and Children's Services.

For Information
(Pages 15 - 16)

7. **EDUCATION, SKILLS AND CULTURAL AND CREATIVE LEARNING STRATEGY ANNUAL ACTION PLAN 2018-19**
Report of the Strategic Education, Culture and Skills Director.

For Information
(Pages 17 - 20)

Skills

8. **DIGITAL SKILLS STRATEGY FOR 2018-23**
Joint Report of the Director of Community and Children's Services and the Director of Economic Development.

For Information
(Pages 21 - 24)

9. **BUDGET UPDATE FOR 2018/19 FINANCIAL YEAR**
Report of the Director of Community and Children's Services.

For Information
(Pages 25 - 26)

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

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

12. **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

General

13. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 19 July 2018.

For Decision
(Pages 27 - 30)

14. **NON-PUBLIC ACTIONS**

Report of the Town Clerk.

For Information
(Pages 31 - 32)

Schools

15. **SAFEGUARDING UPDATE**

Report of the Strategic Director for Education, Culture and Skills.

For Information
(Pages 33 - 36)

16. **UN-VALIDATED 2018 RESULTS DATA FOR CITY FAMILY OF SCHOOLS**

Report of the Strategic Director Education, Culture and Skills.

For Information
(Pages 37 - 40)

17. **PROGRESS REPORT OF THE PROVISION OF ADDITIONAL PRIMARY SCHOOL PLACES AND SOCIAL HOUSING ON THE FORMER RICHARD CLOUDESLEY SCHOOL SITE**
Report of the Director of Community and Children's Services.

For Information
(Pages 41 - 46)
18. **GATEWAY 5 - GALLEYWALL PRIMARY SCHOOL - TENDER AWARD**
Report of the City Surveyor.

For Information
(Pages 47 - 54)
19. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

EDUCATION BOARD

Thursday, 19 July 2018

Minutes of the meeting of the Education Board held at Committee Room - 2nd Floor
West Wing, Guildhall on Thursday, 19 July 2018 at 3.00 pm

Present

Members:

| | |
|------------------------------|--------------------------|
| Henry Colthurst (Chairman) | Caroline Haines |
| Ann Holmes (Deputy Chairman) | Christopher Hayward |
| Randall Anderson | Alderman William Russell |
| Deputy Keith Bottomley | Ruby Sayed |
| Alderman Peter Estlin | Deborah Knight |
| Stuart Fraser | |

Officers:

| | |
|------------------------|--|
| Alistair MacLellan | – Town Clerk's Department |
| Chandni Tanna | – Town Clerk's Department |
| Claire Tunley | – Economic Development Office |
| Mark Jarvis | – Chamberlain's Department |
| Emily Rimington | – Comptroller & City Solicitor's Department |
| Anne Bamford | – Strategic Education, Skills and Culture Director |
| Jeanne Barnard | – Community and Children's Services |
| Gerald Mehrtens | – Community and Children's Services |
| Abigail Tinkler | – Open Spaces Department |
| Sharon Ament | – Director of the Museum of London |
| Frazer Swift | – Museum of London |
| Sean Gregory | – Barbican Centre |
| Rosemara Mather-Lupton | – Barbican Centre |

1. APOLOGIES

Apologies were received from Tim Campbell, Veronica Wadley and Philip Woodhouse.

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

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 17 May 2018 be approved as a correct record.

4. ACTIONS SHEET

Members considered a report of the Town Clerk regarding outstanding actions from previous meetings.

RESOLVED, that the report be received.

5. **CULTURE MILE LEARNING - CASE FOR INVESTMENT 18/19 AND 19/20**

Members agreed to vary the order of items on the agenda so that Item 15 (Culture Mile Learning) was considered next. Members therefore considered a report of the Director of the Museum of London regarding Culture Mile Learning – Case for Investment 2018/19 and 2019/20 and the following points were made.

- The Director of the Museum of London noted the impact of Culture Mile Learning (CML) to date and commended the continuation of the project to the Board. In response to a question, she confirmed that the project included Charterhouse.
- In response to a comment from a Member that the proportion of CML monies assigned to upskilling teachers seemed low, the Director of the Museum of London replied that the proportion was appropriate given the project was in its relatively early stages.
- In response to a question from a Member, the Director of the Museum of London confirmed that plans were in place to guarantee medium term funding for Culture Mile Learning.
- In response to a question from a Member, the Strategic Education, Skills and Culture Director noted that outcomes of CML were listed within the new iteration of the Education Strategy.

RESOLVED, that Members

- Approve the continued development of Culture Mile Learning;
- Recommend to the Policy and Resources Committee the release of £360,000 to fund the work of Culture Mile Learning until March 2020 (including the funding for the City's School Visits Fund).

6. **REPORT ON GUILDHALL SCHOOL OF MUSIC & DRAMA SCHOLARSHIP GRANT**

Members agreed to vary the order of items on the agenda so that Item 16 (Report on Guildhall School Scholarship Grant) was considered next. Members therefore considered a report of the Principal, Guildhall School of Music and Drama regarding a Scholarship Grant and the following points were made.

- A Member commented that he believed moving to a restricted grant would ensure a greater focus on those with greatest need.
- In response to a comment from a Member, the Strategic Education, Skills and Culture Director noted that the Guildhall School would be responsible for selecting scholarship recipients rather than the Education Board.
- A Member noted that he would welcome direct feedback to the Board from scholarship recipients.

- The Strategic Education, Skills and Culture Director noted that an outcome report on the grant funding referenced within the report would be submitted to the Education Board in September 2019.

RESOLVED, that Members

- Note the number of scholarships awarded by the School in 2017/18.
- Make the grant restricted, so it is only used for scholarships that focus on supporting skills development in performance, production arts and creative enterprise, provide support where the need is greatest, particularly students from a broad cultural and socio-economic demographic, and to strengthen progression opportunities to the Guildhall School, and its associated Young Artist programme, for City of London Academies pupils.

7. **MINUTES - NOMINATIONS SUB-COMMITTEE**

RESOLVED, that the draft public minutes of the Nominations Sub (Education Board) Committee meeting held on 17 May 2018 be received, and the recommendation therein regarding the Sub-Committee's terms of reference be noted.

7.1 **Terms of Reference - Nominations Sub (Education Board) Committee**

Members considered the terms of reference of the Nominations Sub (Education Board) Committee and noted the recommendation made by that Sub-Committee at its meeting on 5 July 2018 that reference should be made to considering and making recommendations to the Education Board regarding the appointment, where relevant, of Trustees to the City of London Academies Trust.

RESOLVED, that the terms of reference of the Nominations Sub (Education Board) Committee be amended to include reference to considering and making recommendations to the Education Board regarding the appointment, where relevant, of Trustees to the City of London Academies Trust.

8. **EDUCATION, SKILLS AND CULTURAL AND CREATIVE LEARNING STRATEGY**

Members considered a report of the Strategic Education, Culture and Skills Director regarding the Education, Skills and Cultural and Creative Learning Strategy and the following points were made.

- The Strategic Education, Culture and Skills Director referenced the level of consultation that the draft strategy had undergone, and the fact that she would be producing an executive summary to accompany the strategy document and yearly action plans.
- The Chairman thanked the Strategic Education, Culture and Skills Director for her work on the strategy and noted that it would be submitted to the Court of Common Council for approval. Members of the

Court of Common Council would also be invited to a Member Briefing on the strategy at an appropriate point.

RESOLVED, that Members approve the Education, Skills and Cultural and Creative Learning Strategy.

9. **REVENUE OUTTURN 2017/18**

Members considered a joint report of the Chamberlain and the Director of Community and Children's Services regarding the Revenue Outturn for 2017/18.

RESOLVED, that the report be received.

10. **BUDGET UPDATE FOR 2018/19 FINANCIAL YEAR**

Members considered an update report of the Director of Community and Children's Services regarding the budget for the 2018/19 financial year. In response to a question from a Member, the Chamberlain confirmed that the budget forecast was due to meet spend.

RESOLVED, that the report be received.

11. **EDUCATION ACTIVITIES UPDATE**

Members considered an Education Activities Update report of the Director of Community and Children's Services and the following points were made.

- The Chairman noted that work was being undertaken to convene a week-long careers showcase at Guildhall in partnership with Livery Schools Link, the Stationers' Company and various City firms.
- The Strategic Education, Culture and Skills Director noted that she would be forming a project board to oversee organisation of the showcase, and that members of the Education Board were welcome to join it.
- A Member suggested that the London-wide Looked-After Children Forum be invited to take part in the showcase.
- In response to a question from a Member, the Strategic Education, Culture and Skills Director noted that the showcase was open to all relevant interested parties e.g. state and independent schools, Livery Companies who sponsored schools etc.

RESOLVED, that the report be received.

12. **LIVERY SCHOOLS LINK UPDATE**

Members considered a report of the Director of Community and Children's Services.

RESOLVED, that Members

- Note that Livery Schools Link report attached as a report appendix.
- Note that Livery Schools Link will be working with Members and officers on participating in a larger careers event early in 2019.

13. **SCHOOL PLACES DEMAND PROJECTIONS**

Members considered a report of the Director of Community and Children's Services regarding School Places Demand Projections and the following points were made.

- The Director of Community and Children's Services introduced the report and highlighted variations in ward-by-ward data. In response to a question, he replied that variations in Hackney wards were being dealt with using bulge classes.
- In response to a question regarding the effect of Brexit on pupil numbers in London the Director of Community and Children's Services replied that it was too early to tell what impact Brexit would have on ward demographics.
- A Member welcomed the report and noted that he would welcome a broader discussion, once school place demand in relevant wards around City Schools was better understood, regarding how the City could best respond to emerging demographics. For example, how to make best judgement on when to expand the City's academy offer in a particular borough. Future papers should inform how the City demonstrated leadership in education provision in London.
- In response to a question from a Member regarding the risk of City academies being undersubscribed, the Chief Executive Officer of the City of London Academies Trust noted that the City's reputation as an academy sponsor would be key to ensuring all City academies were fully subscribed.
- A Member noted that any approach to school place demand had to be more holistic than simply looking at pupil numbers. For example, a focus on improving primary provision was arguably a key aim.
- In response to a question from a Member, the Strategic Education, Skills and Culture Director noted that planning the City's approach to school place demand in a socio-economic context was complicated by the fact that outstanding schools were often victims of their own success – for example, an outstanding school was often a driver for gentrification which in turn reduced the number of pupils eligible for pupil premium which in turn had an impact on school budgets.
- The Chairman requested that a School Places Demand Projections paper be submitted to Members on an annual basis with borough specific commentary. The paper should also address the role of feeder

schools for any COLAT academies and whether neighbouring schools were under/oversubscribed.

RESOLVED, that the report be received.

14. **CITY SCHOOLS SKILLS REVIEW, CITY OF LONDON ACADEMIES TERMS OF REFERENCE REVIEW, AND APPOINTMENTS UPDATE**

Members considered a report of the Director of Community and Children's Services regarding the City Schools Skills Review, City of London Academies Terms of Reference Review, and Appointments Update and the following points were made.

- The Director of Community and Children's Services noted that the Education Board had in 2016 approved that officers could serve as Governors of City of London Academy Trust academies. It was considered that officers could serve as Governors of City of London Academy Trust academies provided they were not prevented from being eligible or continuing to serve due to the nature of their employment at the City Corporation.

RESOLVED, that Members,

- Note that officers carried out a skills audit of the governing bodies of the City's maintained primary, co-sponsored and sponsored academies;
- Note that the City of London Academies Trust will be reviewing its Terms of Reference for Trust local governing bodies as outlined in Article 101 of the Articles of Association. Any changes to the Terms of Reference will be notified to the Education Board at the next appropriate meeting.
- Note the membership of the City schools governing bodies.
- Approve that officers could continue to serve of Governors of City of London Academy Trust academies subject to approval from their Chief Officer, and subject to no conflict with their employment preventing them serving.

15. **CLOSURE OF CITY CAREERS OPEN HOUSE (CCOH) AND CITY OF LONDON BUSINESS TRAINEESHIP (CBT) PROGRAMMES**

Members considered a report of the Director of Economic Development regarding the closure of City Careers Open House and City of London Business Traineeship and the following points were made.

- A Member expressed disappointment that the City Business Traineeship was being closed, as he felt the scheme had a very positive impact and it was not clear, based on the report before Members, why it was necessary to bring it to a close.
- The Director of Economic Development noted that the two schemes had literally become victims of their own success. But, given that many City

businesses were now delivering similar schemes in-house, officers were recommending that the City's schemes be closed and other employability avenues be explored. A communications plan would be put in place to accompany announcement of the closure.

- A Member noted that he agreed with the report's recommendations and believed that there were other areas within the employability arena that the City of London Corporation could deliver innovative schemes.
- A Member noted that the City should, as part of its communications plan accompanying the closure of the two schemes, give an indication of where else it planned to invest in employability schemes.

RESOLVED, that the report be received.

16. **UPDATE ON GOVERNORS FOR SCHOOLS (CO NO 03879854) (CHARITY NO 1078330) EMPLOYABILITY PROJECT**

Members considered an update report of the Director of Community and Children's Services regarding Governors for Schools (Co No 03879854) (Charity No 1078330) employability project.

RESOLVED, that the report be received.

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

There were no questions.

18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
Clerking of City Schools

The Chairman noted that he had requested that officers bring a report to the Education Board regarding clerking of City Schools.

19. **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.

20. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 17 May 2018 be approved as a correct record.

21. **NON-PUBLIC ACTIONS**

Members considered a report of the Town Clerk regarding non-public outstanding actions.

22. **OPEN SPACES LEARNING PROGRAMME LONG TERM FUNDING**

Members agreed to vary the order of items on the agenda so that Item 26 (Open Spaces Learning Programme) was considered next. Members therefore considered a report of the Director of Open Spaces regarding Open Spaces Learning Programme Long Term Funding.

23. **MINUTES - NOMINATIONS SUB-COMMITTEE**
Members considered the draft non-public minutes of the Nominations Sub (Education Board) Committee meeting held on 5 July 2018.
24. **NON-PUBLIC APPENDIX TO ITEM 11 - CITY SCHOOLS SKILLS REVIEW**
Members considered a non-public appendix to Item 11 (City Schools Skills Review).
25. **ACADEMY EXPANSION PROGRAMME - SHOREDITCH PARK PRIMARY SCHOOL DUE DILIGENCE UPDATE REPORT**
Members considered a report of the Director of Community and Children's Services regarding the Academy Expansion Programme – Due Diligence Update.
26. **CITY OF LONDON ACADEMIES FINANCIAL SCRUTINY MEETINGS**
Members considered a report of the Director of Community and Children's Services regarding City of London Academies Financial Scrutiny Meetings.
27. **CITY OF LONDON CORPORATION'S GOVERNANCE AUDIT OF THE CITY'S ACADEMIES**
Members considered a report of the Director of Community and Children's Services regarding the City of London Corporation's governance audit of the City's academies.
28. **PUBLISHED ADMISSION NUMBER FOR CITY OF LONDON ACADEMY SHOREDITCH PARK**
Members considered a report of the Director of Community and Children's Services regarding the Published Admission Number for Shoreditch Park.
29. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.
30. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were no items of urgent business.

The meeting ended at 4.47 pm

Chairman

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

Education Board – Public Outstanding Actions

| Date | Action | Officer responsible | Progress Update |
|-----------------|--|---|---|
| 9 November 2017 | Report on 2017/18 City Premium Grant interventions and planned 2018/19 City Premium Grant interventions to be submitted to a future meeting. | Strategic Education and Skills Director | Due Sept 2018 (2017/18 Grants) Due May 2019 (2018/19 Grants) |
| 8 March 2018 | Annual Evaluation of Additional Funding for City Academies to be submitted to Board | Strategic Education and Skills Director | Due November 2018 |
| 17 May 2018 | Consideration be given to bringing Additional Funding Applications process forward by two months. | Strategic Education and Skills Director | Due January 2019 |
| 20 July 2017 | GSMD to submit annual reports on number of scholarships/bursaries and their impact during funding round 2018/19 and 2019/20. | Strategic Education and Skills Director | Due at March 2019 Board |
| 20 July 2017 | Report on review of funding to Guildhall School Trust and GSMD to be submitted to Board in 2019. | Strategic Education and Skills Director | Report to March 2019 Board |
| 19 July 2018 | Culture Mile Learning Case for Investment 2018/19 and 2019/20 to be submitted to Policy and Resources Committee. | Town Clerk | Completed |

Education Board – Public Outstanding Actions

| Date | Action | Officer responsible | Progress Update |
|--------------|--|---|--------------------|
| 19 July 2018 | Consideration be given to inviting a Guildhall School scholarship recipient to future meeting of the Education Board. | Strategic Education and Skills Director | Due March 2019 |
| 19 July 2018 | Guildhall School Scholarship Outcome Report to be submitted to Education Board in September 2019. | Strategic Education and Skills Director | Due September 2019 |
| 19 July 2018 | Terms of reference of Nominations Sub-Committee to be amended to include making recommendations for appointment to the City of London Academies Trust. | Town Clerk | Completed |
| 19 July 2018 | Education, Skills, Culture and Creative Learning Strategy to be submitted to Court of Common Council. | Town Clerk | Due October 2018 |
| 19 July 2018 | Whole Court Briefing Meeting on Education, Skills, Culture and Creative Learning Strategy to be convened. | Strategic Education and Skills Director | Due Spring 2019 |
| 19 July 2018 | Education Board Members to volunteer to serve on officer-level Careers Showcase Project Board. | All | Ongoing |
| 19 July 2018 | School Places Demand Projections Report to be annual item on Education Board agenda. | Director of Community and Children's Services | Due July 2019 |

Education Board – Public Outstanding Actions

| Date | Action | Officer responsible | Progress Update |
|--------------|---|---|------------------|
| 19 July 2018 | Officers to review delivering of clerking to City Schools and report back to the Education Board. | Strategic Education and Skills Director | Due October 2018 |

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| Committee | Dated: |
| Education Board | 13 September 2018 |
| Subject: Education Activities Update | Public |
| Report of: Director of Community and Children's Services | For Information |
| Report author: Daniel McGrady | |

Summary

This report asks Members to note that there have been no new activities since the last update to Members on 19 July 2018 so this report lists upcoming education events only. Events are listed as they relate to the three strategies: Cultural & Creative Learning, Education and Skills.

Recommendation

Members are asked to note the report.

Main Report

Upcoming activities

Cultural & Creative Learning

1. City Schools Concert – 15 March 2019

Education

2. Prefects Dinner – November 2018 (date to be confirmed)
3. Basketball Tournament – 22 November 2018
4. Education Board Dinner – 13 February 2019

Skills

5. CISI Fundamentals of Finance Level 2 course – ongoing
6. Careers event – July 2019
 - A careers event for the City's Family of Schools is being planned in conjunction with Livery Schools Link, the Stationers and business partners to be held at Guildhall. Details will be shared as plans are confirmed.

Conclusion

7. This report updates Members on recent education activities. It also provides a list of upcoming events through to the end of the 2017/18 academic year.

Appendices

No appendices

Daniel McGrady

Policy Lead (Education, Culture & Skills)

T: 020 7332 2*678 / E: Daniel.McGrady@cityoflondon.gov.uk

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|--|------------------------|
| Committee | Dated: |
| Education Board | 13 Sept 2018 |
| Subject: Governor Appointments | Public |
| Report of: Director of Community and Children's Services | For Information |
| Report author: Daniel McGrady | |

Summary

This report asks Members to note that there have been no new governor appointments to City schools since the previous meeting on 19 July 2018. Members are asked to note that The City of London Academies Trust (CoLAT) Board have started to review their Trust-wide Terms of Reference for local governing bodies (LGBs). Members are also asked to note the current governing body membership of City Corporation's schools attached at **Appendix 1**.

Recommendations

Members are asked to:

- Note that there have been no new governor appointments since 19 July 2018.
- The CoLAT Board have started to review their Trust-wide Terms of Reference for LGBs and following any proposed amendments, the updated terms will be taken to the Education Board for information.
- Note the governing body membership of City Corporation's schools attached at **Appendix 1**.

Main Report

Background

Governor appointments

1. There have been no new governor appointments to City schools since the Education Board meeting on 19 July 2018.

Review of the Trust-wide Terms of Reference for local governing bodies

2. At its meeting on 19 July 2018, Members of the Education Board noted that the CoLAT Board would be reviewing its Terms of Reference to see whether the current governance structure is working for LGBs. Article 101 of the Trust's Articles of Association provides that the establishment, Terms of Reference (ToR), constitution and membership of any Committee of the Trust Board must be reviewed every 12 months.
3. The CoLAT Board discussed its Terms of Reference at its meeting on 5 September 2018. Any amendments to the Terms of Reference will be brought to a future Education Board meeting for information as per the terms of the Sponsorship Agreement.

4. For clarity it is noted that the City Corporation's co-sponsored academies are, unlike the Trust, single academy trusts with different constitutions and are not be affected by this review.

Current membership of City Corporation schools' governing bodies

5. Tables setting out the school governors for each school associated with the City Corporation City Corporation's Family of Schools are attached at **Appendix 1**.

Conclusion

6. This report updates Members on school governing body governance matters and asks Members to note that there have been no new governor appointments to City schools since the previous meeting on 19 July 2018. The report updates Members that CoLAT are reviewing their Terms of Reference for LGBs and that any updated terms will come to a later Board meeting for information. The current membership of each governing body for the City's family of schools is attached at **Appendix 1**.

Appendix

- Appendix 1 – Governing body membership of City Corporation's schools

Daniel McGrady

Policy Lead (Education, Culture & Skills)

T:020 7332 2*678 / E:Daniel.McGrady@cityoflondon.gov.uk

Agenda Item 7

| | |
|--|------------------------------------|
| Committee: Education Board | Dated: 13 September 2018 |
| Subject: Education, Skills and Cultural and Creative Learning Strategy Annual Action Plan 2018-19 | Public |
| Report of: Anne Bamford, Strategic Education, Culture and Skills Director, Community and Children's Services | For Information |
| Report author: Anne Bamford, Strategic Education, Culture and Skills Director, Community and Children's Services | |

Summary

The Education Board held a strategic planning away day on January 19, 2018 to determine priority areas for the development of coherent Education, Skills and Culture strategies for the future. Following these discussions, in May 2018, draft Education, Skills and Cultural and Creative Learning Strategies were developed and distributed widely for consultation. More than 70 individual and group consultation responses to the drafts were received. The three strategies have been sent to the following departments for consultation:

- EDO
- DCCS
- Open Spaces
- Barbican
- Culture Mile
- Museum of London
- Culture Mile Learning
- Corporate Strategy Team

The final strategies were approved at Education Board on July 19, 2018. After the Board's consideration and approval of these strategies, it was requested that a more detailed Annual Action Plan with aligned budget would be presented to the September 13, 2018 meeting of the Education Board.

Moreover, officers will work with the Town Clerk's officers to develop a more graphic summary of the strategies to be produced in a manner suitable for broad distribution to our partners. The Annual Action Plan 2018-19 is at **Appendix 1**.

Recommendation

Members are asked to approve the Annual Action Plan.

Main Report

Background

1. The Education Board held a strategic planning away day on January 19, 2018 to determine priority areas for the development of coherent Education, Skills and Cultural and Creative Learning strategies for the future.

Strategic Priority areas

2. The Members and officers at the Away Day identified several cross-cutting themes. It was noted that the three areas of policy – education, culture and skills - must work in a joined-up manner and promote a continuous pathway of lifelong learning. It was also emphasised that there needs to be a clear strategy that defines the scope and scale of activities.
3. The City Corporation has limited resources and therefore needs clear spending priorities. The strategy focuses on partnerships, working at the local level and then influencing at the London-wide, national and international levels. The impact of Education Board initiatives/programmes/events will be measured and reported. This will occur based on the Annual Action Plan with aligned budget.
4. The Members and officers noted that there were key overarching principles that must be evident across strategy, policy and activities. These included safeguarding, employability, social mobility, creative placemaking, digital/fusion skills and aspiration and the pursuit of excellence.
5. It was acknowledged that in these strategies there are complementary links between education, skill development and cultural and creative learning. It is possible to have significant influence by the combined working of these three areas.
6. The committee management, decision making, resource allocation, monitoring and reporting strategy for various types of schools and cultural organisations within the City Corporation is complex. Therefore, the aim of the Education, Skills and Cultural and Creative Learning Strategies is not to be prescriptive, but rather to capture collective goals and activities in a collegiate manner to ensure that within the various levels of decision making, autonomy and collaboration, there is a sense of agreed focus. This way of working is reflected in the Annual Action Plan.
7. In addition to the links across the three strategies, each strategy also directly contributes to the Corporate Vision and outcomes and cross-cutting links to other Departments and strategies including Economic Development Office (EDO), City Bridge Trust and philanthropic funding, Human Resources, Open Spaces and Culture.
8. Within DCCS, these strategies have also been aligned to other areas of the Departmental business plan including with health, SEND, early years, social care and community services.

Implementation and monitoring

9. The combined three strategies will begin to be implemented from September 1, 2018 commencing with communication and training activities with the view that a phased full implementation will begin in January 2019.
10. Each year, at the September Education Board meeting, the detailed Annual Action Plan with the aligned budget will be presented to Board Members. Concurrently, at the July Education Board, the impact of activities within the Annual Action Plan will be reported against the proposed annual activities, the impact within the overall strategy and aligned to the Key Performance Indicators.
11. Furthermore, at each Board meeting, the three areas of the Strategy – Education, Skills and Cultural and Creative Learning – will provide update reports showing progress towards meeting the objectives of the Annual Action Plan

Conclusion

12. The Education Board can influence and inspire the strategic direction of education for the City Family of Schools and for the broader educational landscape. It has a dedicated role in resourcing, guiding implementation, and monitoring the outcomes and impact of the strategies. The Annual Action Plan outlines the specific aspects of the strategy to be delivered in the 2018-19 academic year.

Appendices

- Appendix1: Annual Action Plan 2018-19

Anne Bamford

Strategic Director

Education, Culture and Skills

T: 020 7332 3158

E: anne.bamford@cityoflondon.gov.uk

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| <p>Committee(s) Public Relations and Economic Development (PRED) Sub Committee – For information General Purposes Committee of Aldermen – For information Policy and Resources Committee – For decision Education Board – For information</p> | <p>Dated: 03/09/2018 04/09/2018 06/09/2018 13/09/2018</p> |
| <p>Subject: Digital Skills Strategy for 2018-23</p> | <p>Public</p> |
| <p>Report of: Andrew Carter, Director of Department for Community and Children’s Services Damian Nussbaum, Director of Economic Development Office</p> | <p>For information</p> |
| <p>Report author: Sufina Ahmad, Corporate Strategy Manager</p> | |

Summary

This paper presents the proposed final version of the City of London Corporation’s (City Corporation) Digital Skills Strategy for 2018-23. The vision for the strategy is: *‘People and businesses, across the City, London and beyond, are equipped to take advantage of digital technologies and innovations to help themselves and their economies thrive.’* It commits the City Corporation to working with others, internally and externally, to respond to current and future digital skills needs and opportunities to enhance the City’s competitiveness, encourage digital creativity and ensure digital citizenship, where people feel digitally included and safe.

The strategy, which aligns to our Corporate Plan for 2018-23, has been developed by a cross-departmental Digital Skills Group with representation from the Department for Community and Children’s Services (DCCS), including City Corporation family of schools, the Economic Development Office (EDO) and City Bridge Trust (CBT). These departments will also oversee much of the work relating to the strategy’s delivery. Alderman Peter Estlin is the Member Champion for this strategy. The strategy is therefore being taken in September 2018 to Public Relations and Economic Development (PRED) Sub Committee, the General Purposes Committee of Aldermen and Education Board for information, and to Policy and Resources Committee for decision.

Recommendations

Members are asked to:

- i. Endorse the Digital Skills Strategy for onward approval by the Court of Aldermen and the Policy and Resources Committee.
- ii. Note the proposed next steps for its delivery.

Main Report

Background

1. Since September 2017, a Digital Skills Group has been convened monthly by Andrew Carter, Director of DCCS and Damian Nussbaum, Director of EDO, who are the joint Senior Responsible Officers (SRO) for this strategy. The group includes Alderman Peter Estlin and Common Councilman Henry Colthurst. Alderman Estlin will be, subject to election, the Lord Mayor for the City of London from November 2018 for one year and has agreed to be the Member Champion for this strategy. Alderman Estlin is passionate about the digital skills agenda and will focus his mayoralty on the theme of 'Shaping tomorrow's City today'.

The Strategy

2. The Digital Skills Group has discussed and analysed the City Corporation's current and future work on digital skills, and has identified three priority areas: digital competitiveness, digital creativity and digital citizenship. A one-page outline of the strategy was shared with Education Board and PRED Sub Committee in May 2018 for Member input and steer. The feedback received has been incorporated in to the Digital Skills Strategy at Appendix One. The second page of this appendix summarises the strategy, in terms of its vision, priorities, outcomes and activities.
3. The strategy defines digital skills as the set of skills, attitudes and values that enable people and businesses to thrive and flourish in current and future digital environments. It is felt that the scale and potential for the City Corporation on the digital skills agenda is significant – hence the need to develop a five-year strategy. It provides a strong platform from which our outward-facing digital skills work with multiple stakeholders across different sectors and geographies can be developed and delivered.
4. In order to share the Digital Skills Strategy publicly in November, at the start of the 2018/19 Lord Mayoralty, Education Board is asked to endorse the strategy today. If there are any changes required following today's discussions, then these will be incorporated into the final 'designed' version of the strategy, which will include infographics and pictures, before it is shared internally and externally.
5. The Corporate Strategy Manager is also working with the Corporate Affairs Team and Mansion House colleagues to ensure that the messaging that is being prepared for the Lord Mayoralty as a whole in 2018/19, is aligned with the messaging within this strategy.

Corporate and Strategic Implications

6. This strategy supports the City Corporation to fulfil its vision, as outlined in its Corporate Plan for 2018-23, for a '*vibrant and thriving City, supporting a diverse and sustainable London within a globally-successful UK*'. The strategy supports all three aims that are outlined in the Plan of *contributing to a flourishing society*,

shaping outstanding environments and supporting a thriving economy, and nine of the 12 outcomes that are listed as part of these aims.

7. It also links to our strategies on: Employability, Education, Skills, Cultural and Creative Learning, Bridging Divides (City Bridge Trust's five-year strategy), Philanthropy, Social Mobility, Culture, Culture Mile and Culture Mile Learning.

Implications

8. The Digital Skills Group will continue to meet on a monthly basis to design and implement the activities relating to this strategy, before and after it is shared publicly later in the year. Funding for a Project Manager to lead on coordinating the implementation of this strategy is being sought through the Priorities Investment Pot. As far as it is possible, all other work will be delivered through existing departmental budgets and resources.
9. The activities relating to the first year of this strategy can be summarised as: four influencing events with cross-sectoral stakeholders, a curriculum pilot in our Academies, the continuation of the She Can Be programme via The Lord Mayor's Appeal and a variety of work aimed at promoting work readiness. These activities are being designed by the Digital Skills Group, and will be delivered by DCCS, the City Corporation family of schools, CBT, EDO, Mansion House and the The Lord Mayor's Appeal Charity. A small group of external advisers is also likely to be convened by Alderman Estlin to support the successful delivery of the strategy.

Conclusion

10. Members are asked to endorse this organisation-wide strategy that has been developed collaboratively with leadership from the Digital Skills Group, and inputs from officer and Member governance groups, and various external stakeholders that are expert in current and future digital skills needs.

Background Papers

PRED Sub Committee - Digital Skills Strategy for 2018-23, May 2018
Education Board - Digital Skills Strategy for 2018-23, May 2018

Appendices

Appendix One - Digital Skills Strategy for 2018-23 – Proposed final version

Sufina Ahmad

Corporate Strategy Manager, Town Clerk's Department

T: 020 7332 3724

E: sufina.ahmad@cityoflondon.gov.uk

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|--|------------------------|
| Committee | Dated: |
| Education Board | 13 September 2018 |
| Subject: Budget update for 2018/19 financial year | Public |
| Report of: Director of Community and Children's Services | For Information |
| Report author: Daniel McGrady | |

Summary

1. This paper asks Members to note the latest forecast Outturn position for the 2018/19 Education Budget.

Recommendation

2. Members are asked to note the report.

Main Report

Current Position

3. The forecast Outturn position for the 2018/19 financial year as of September 2018 is outlined in the table on the next page. At this stage £1.675m of the overall £2.404m allocation has been spent and the budget is currently expected to be underspent by £36,266 by the end of the financial year. This is mainly due to an underspend in salary for the Strategic Director post as a result of a secondment to City of London Academies Trust from April to July 2018.

Conclusion

4. Members are asked to note the spend to date and forecast Outturn for the 2018/19 financial year.

Appendices

- None

Daniel McGrady

Policy Lead (Education, Culture & Skills)

T: 020 7332 2*678

E: Daniel.mcgrady@cityoflondon.gov.uk

Mark Jarvis

Head of Finance

T: 020 7332 1221

E: mark.jarvis@cityoflondon.gov.uk

Education 2018/19 Finances

| <u>2018-19</u> <u>Budget</u> £ | | <u>Actuals</u> <u>18/19</u> <u>to Jun18</u> £ | <u>Balance</u> <u>18/19</u> £ | <u>Forecast</u> <u>Outturn</u> <u>18/19</u> |
|--------------------------------------|--|--|-------------------------------------|---|
| 110,000 | CEO/CFO/PA MAAT | 110,000 | 0 | 110,000 |
| 110,000 | COLAT FUNDING | 110,000 | 0 | 110,000 |
| 122,000 | Strategy Director | 78,574 | 43,426 | 83,143 ¹ |
| | Director of Academy | | | |
| 100,000 | Development | 43,410 | 56,590 | 102,591 |
| 46,000 | Policy Officer | 13,677 | 32,323 | 46,000 |
| 36,000 | Policy Support Officer | 9,116 | 26,884 | 36,000 |
| 304,000 | Salaries | 144,777 | 159,223 | 267,734 |
| | NESTA research study on | | | |
| 18,000 | fusion skills | 0 | 18,000 | 18,000 |
| 30,000 | School Visits Fund | 0 | 30,000 | 30,000 |
| 48,000 | Culture Mile | 0 | 48,000 | 48,000 |
| 138,000 | Partnership Activities | 35,039 | 102,961 | 138,000 |
| 74,000 | Training/legal fees/IT costs | 672 | 73,328 | 74,000 |
| 674,000 | | 290,488 | 583,512 | 637,734 |
| 250,000 | COLAS | 250,000 | 0 | 250,000 |
| 250,000 | COLAI | 232,830 | 17,170 | 250,000 |
| 250,000 | COLAH | 250,000 | 0 | 250,000 |
| 100,000 | Redriff | 100,000 | 0 | 100,000 |
| 40,000 | Galleywall | 42,256 | -2,256 | 42,256 |
| 20,000 | COLPAI | 20,000 | 0 | 20,000 |
| 140,000 | Highgate Hill | 142,000 | -2,000 | 142,000 |
| 80,000 | Shoreditch Park | 85,000 | -5,000 | 85,000 |
| 250,000 | Highbury Grove | 249,784 | 216 | 250,000 |
| 150,000 | NCS | 13,100 | 136,900 | 150,000 |
| 200,000 | Interventions/Leadership standards/ New schools | 0 | 200,000 | 190,744 |
| 1,730,000 | School Funding (Academies) | 1,384,970 | 345,030 | 1,730,000 |
| 2,404,000 | | 1,675,458 | 728,542 | 2,367,734 |

¹ This would have been 121,946 but is less due to secondment to CoLAT from Apr – Jul 2018.

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