



## Education Board

**Date:** THURSDAY, 12 SEPTEMBER 2019  
**Time:** 10.00 am  
**Venue:** COMMITTEE ROOMS - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Henry Colthurst (Chairman)  
Ann Holmes (Deputy Chairman)  
Randall Anderson  
Deputy Keith Bottomley  
Tijs Broeke  
The Rt. Hon the Lord Mayor, Alderman Peter Estlin  
Caroline Haines  
Alderman Nicholas Lyons  
Benjamin Murphy  
Alderman William Russell  
Ruby Sayed  
Deputy Philip Woodhouse  
Tim Campbell  
Deborah Knight  
Veronica Wadley  
Rachel Bower

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

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

### General Governance

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 18 July 2019.  

**For Decision**  
(Pages 1 - 12)
4. **PUBLIC OUTSTANDING ACTIONS**  
Report of the Town Clerk.  

**For Information**  
(Pages 13 - 16)
5. **ACTION TAKEN BETWEEN MEETINGS**  
Report of the Town Clerk.  

**For Information**  
(Pages 17 - 18)
6. **EDUCATION BOARD BUDGET UPDATE FOR 2019/20 FINANCIAL YEAR**  
Joint report of the Director of Community and Children's Services and the Chamberlain.  

**For Information**  
(Pages 19 - 20)

### Education

7. **NOTE ON UPCOMING NATIONAL POLICY**  
Report of the Director of Community and Children's Services.  

**For Information**  
(Pages 21 - 22)
8. **EDUCATION ACTIVITIES UPDATE**  
Report of the Director of Community and Children's Services.  

**For Information**  
(Pages 23 - 24)

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

**For Decision**  
(Pages 25 - 36)

**Cultural and Creative Learning**

10. **THREE YEAR REVIEW OF THE OPEN SPACES DEPARTMENT'S 'GREEN SPACES, LEARNING PLACES' PROGRAMME**  
Report of the Director of Open Spaces.

**For Information**  
(Pages 37 - 40)

**Skills**

11. **LONDON CAREERS FESTIVAL 2019 EVALUATION REPORT**  
Report of the Director of Community and Children's Services.

*NB – Appendix 1 of this report is to follow.*

**For Decision**  
(Pages 41 - 44)

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

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

14. **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**

15. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 18 July 2019.

**For Decision**  
(Pages 45 - 48)

16. **NON-PUBLIC OUTSTANDING ACTIONS**  
Report of the Town Clerk.

**For Information**  
(Pages 49 - 50)

17. **CITY OF LONDON ACADEMIES DEVELOPMENT PROGRAMME UPDATE**  
Report of the Director of Community and Children's Services.

**For Information**  
(Pages 51 - 54)

18. **CITY OF LONDON ACADEMIES TRUST - SCHEME OF DELEGATION**  
Report of the Director of Community and Children's Services.

**For Decision**  
(Pages 55 - 58)

19. **UN-VALIDATED 2019 RESULTS DATA FOR THE FAMILY OF SCHOOLS**  
Report of the Director of Community and Children's Services.

**For Information**  
(Pages 59 - 60)

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

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

## EDUCATION BOARD

Thursday, 18 July 2019

Minutes of the meeting of the Education Board held at Committee Room - 2nd Floor  
West Wing, Guildhall on Thursday, 18 July 2019 at 10.00 am

### Present

#### Members:

Henry Colthurst (Chairman)	Alderman William Russell
Ann Holmes (Deputy Chairman)	Ruby Sayed
Randall Anderson	Deborah Knight
Tijs Broeke	Veronica Wadley
Caroline Haines	

### In Attendance

#### Officers:

Polly Dunn	- Town Clerk's Department
Anne Bamford	- Community & Children's Services
Daniel McGrady	- Community & Children's Services
Mark Jarvis	- Chamberlain's Department
Emily Rimington	- Comptroller & City Solicitor's Department
Chandni Tanna	- Town Clerk's Department
Roland Martin	- Headmaster of the City of London Freeman's School (for items 10)
Alan Bird	- Head, City of London School (for item 10)
Ena Harrop	- Headmistress, City of London School for Girls (for item 10)
Jeremy Newton	- Guildhall School of Music and Drama (for item 14)

#### In attendance

Sham Kidane	Safeguarding Consultant (for item 13)
Frazer Swift	- Head of Learning, Museum of London (for item 15)
Beth Crosland	- Head of Learning, Museum of London (for item 15)
Mark Emmerson	- City of London Academies Trust (for item 23)

### 1. APOLOGIES

Apologies for absence were received from Ann Holmes, The Rt Hon. The Lord Mayor, Alderman Peter Estlin, Alderman Nicholas Lyons, Deputy Keith Bottomley, Deputy Philip Woodhouse and Tim Campbell.

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

The Chairman declared an interest in item 8, Governor Appointments Update, and requested that someone else chair this item. It was agreed that Alderman William Russell would take the chair for item 8.

**3. PUBLIC MINUTES**

A Member asked whether the Board would see a version of the sports strategy in advance of the Member Briefing. Members were advised that this piece was undergoing more work and that the Board would be consulted in due course.

**RESOLVED**, that the public minutes and summary of the meeting held on 23 May 2019 be approved as a correct record.

**4. PUBLIC OUTSTANDING ACTIONS**

Members received a report of the Town Clerk regarding public outstanding actions of the Education Board. The following matters were raised:

- Actions 14/2018/P and 3/2019/P were noted as completed and closed as they were covered in items 14 and 6 of the agenda.
- With respect to action 5/2019/P, Members heard that Officers were planning to hold a briefing in October 2019. Initial focus was on inviting livery companies that had an education focus, but it was hoped that other companies might be involved in due course.
- With respect to action 7/2019/P the Chairman suggested that whilst the matter was specifically addressed and closed under item 15, the Board may hold a Culture and Creative Learning broader Creative Learning meeting in November 2019. Tim Jones, Culture Mile Manager, had been invited in anticipation.

**RESOLVED**, that the report be noted

**5. MINUTES OF THE EDUCATION CHARITY SUB COMMITTEE**

Members received the minutes of the Education Charity Sub Committee. Veronica Wadley informed the Board of an interest in the London Music Fund (application ref. 15439).

The Town Clerk noted the following amendments:

- Reference to 'overspend' in the general fund had been revised to 'overcommitment'; and
- Reference to the overspend of the expendable endowment fund within the resolution at item 4.3 was corrected to 'overcommitment of the unrestricted general fund.'

In light of these amendments, the Town Clerk explained that the financial recommendations needed to be approved before recess but the policy recommendations would be coming back to the Board for consideration in September 2019.

A Member asked whether the over commitment created any fiduciary implications for Members or for the City of London Corporation. The Chamberlain advised that there would be no implications as the short-term deficits would be resolved by the necessary funds within the Trust being transferred in order to make up for the loss.

**RESOLVED**, that:

- The proposal to carry forward a deficit on the City Educational Trust's unrestricted income fund to 2019/20, be approved;
- Further 2019/20 funding round applications for both the Combined Education Charity and the city Educational Trust Fund, be closed.

**6. EDUCATION ACTIVITIES UPDATE**

Members received a report of the Director of Community and Children's Services regarding an education activities update.

A Member asked whether, in respect of Appendix 2 (memo of in-principal invitees to Education Board funded events), the Board would be invited to the various upcoming skills forums. It was agreed that Education Board Members be invited to the skills forums.

The Chairman thanked Caroline Haines for her closing speech at the City Schools' Subject Dinner (Creative Arts) on 27 June 2019.

**RESOLVED**, that

- The update on recent events and activities across the three strategy areas, be noted;
- The calendar of forums and events over the 2019/20 academic year in appendix 1, be noted; and
- The memo of in-principle invitees to Education Board funded events in Appendix 2, be approved.

**7. EDUCATION BOARD BUDGET UPDATE 2019/20**

**RESOLVED**, that the spend to date and forecast outturn for the 2019/20 Education Board Budget, be noted.

*Mark Jarvis left the meeting.*

**8. GOVERNOR APPOINTMENTS UPDATE**

Members received a report of the Director of Community and Children's Services regarding Governor appointment updates.

Following the earlier declaration of interest by the Chairman for this item, it was agreed for Alderman William Russell to take the Chair. Henry Colthurst abstained from discussion on his re-appointment to City of London Academy Islington.

Members noted that in the case of the City of London's two co-sponsored academies, Sponsor Trustees also acted as Governors.

At its recent meeting of 11 July 2019, the City of London Academies Trust approved the following appointments subject to the Education Board's endorsement:

- Paul Barry, to the City of London Primary Academy Islington for a four-year term; and
- Shravan Joshi, Nihar Mehta and Leanne Werner, to the City of London Academy Southwark Local Governing Body for four-year terms.

With regard to Appendix 1, current governing body membership of the City Family of Schools, Members noted a few updates including:

- Natasha Lloyd Owen's appointment, as noted by the Board at its meeting on 23 May 2019, to the City of London Academy Islington;
- Veronica Wadley's appointment to City of London Academy Shoreditch Park; and
- The process for appointing to vacancies for the City Academy Hackney, as a co-sponsored academy, was underway following Vladimir Savic's resignation.

**RESOLVED**, that

- The renewal of the appointment of Henry Colthurst as City Corporation sponsor trustee (and governor) at City of London Academy Islington from 1 September 2019 after the expiration of the current term ending 31 August 2019.
- The appointment of Paul Barry to the City of London Primary Academy Islington for a four-year term, be endorsed;
- The appointment of Shravan Joshi, Nihar Mehta and Leanne Werner to the City of London Academy Southwark Local Governing Body for four-year terms, be endorsed;
- That Veronica Wadley's appointment to the City of London Academy Shoreditch Park, be endorsed;



- That, subject to the corrections listed, the updated list of governing body membership across the Family of Schools (Appendix 1), be noted.

9. **2019/20 ACTION PLAN**

Members received a report of the Director of Community & Children's Services regarding the 2019/20 action plan.

Members noted that key events/milestones that appeared to come at a nil expense, were listed as such because the cost of the event/milestone had been included under costs incurred for other events/milestones. In future reporting it was proposed that key actions and events/milestones be grouped by their funding, so Members could more easily see the costs associated with each.

**RESOLVED**, that the report be noted.

10. **CITY INDEPENDENT SCHOOLS - OUTREACH AND PARTNERSHIPS**

Members considered a report of the Town Clerk regarding the outreach and partnerships reports of the three City of London Corporation Independent Schools.

There was discussion about the independent schools taking on pupils from academies within the City's Family of Schools. Whilst it was felt that there should be more pupils within the Family benefitting from the bursaries available at CLS, CLSG and CLFS, there was trepidation expressed by Members and the Heads that the most able students were not perceived to be being poached from the academies. It was agreed that Heads of academies were in the best position to recommend pupils they felt would not only qualify for admission at one of the schools with a bursary and would uniquely benefit from receiving their education within an independent school and/or boarding environment.

Members commented on the report's three appendices.

**RESOLVED**, that

- the report and its appendices, be noted; and
- the Board of Governors of the City of London School, City of London School for Girls and the City of London Freeman's School be invited to commission their annual Outreach and Partnership reports for their March round of Board meetings.

10.1 **Appendix 1- City of London School for Girls Outreach Report for the year 2018**

The Headmistress of the City of London School for Girls (CLSG) introduced her report, the following matters were raised:

- The Robotics Club led by Year 12 CLSG students for Year 5 & Year 6 girls from Sir John Cass Primary School had been a

resounding success and would be continuing into the next academic year.

- CLSG were looking at how they advertised their bursary opportunities and had also introduced a new contextual admissions process which provided a greater opportunity for applicants who experienced some form of disadvantage.
- The CLSG Director of Music had been seconded to deputise for the City of London Corporation's Cultural & Creative Arts Forum. Members highlighted that, when done correctly, these opportunities for partnership were also of significant benefit to staff who were gaining experience working on different projects and with other schools.
- The Headmistress explained that better cost and impact reporting would benefit this area of the work of CLSG.
- The Chairman, with the support of the Board, thanked the Headmistress for her outstanding contribution to CLSG and wished her all the best in her next endeavours.

## 10.2 **Appendix 2 - City of London Freeman's School Outreach and Partnerships Report**

The Headmaster of the City of London Freeman's (CLFS) introduced his report, the following matters were raised:

- Located outside the City, CLFS worked in partnership not only with the Family of Schools, but also with those within its local area.
- The Head had initiated the Achievement for All, Counterpoint Programme. As part of this piece of work he had tasked himself to measure, across two years, the short- and long-term impact of the programme on vulnerable pupils of both the state schools and independent schools involved.
- The School now had a 35 hour per week Community and Partnership post; they had moved away from using the term "outreach".
- Conversations were taking place in respect holding the successful residential Easter revision course for students of three of the City's academies again. This course not only helped academically, but exposed pupils to the university-like boarding environment that CLFS is uniquely able to offer within the City's Family of Schools.

- The School had commenced conversations to organise an event with the Royal College of Surgeons for students in the City's Family of Schools who were looking toward careers in medicine.

### 10.3 **Appendix 3- City of London School, Outreach and Partnerships Report**

The Head of the City of London School (CLS) spoke to his report and the following matters were raised:

- The reference to the 'Samaritans' in the appendix should have read the 'Salvation Army'.
- With the CLS providing a stable rehearsal place for the London Youth Choir, the Youth Choir were able to focus its energies on other matters such as expanding its membership by encouraging young people from disadvantaged backgrounds to get involved.
- A short video about the Virtual School 10-week partnership programme of activities was shown. The success of the partnership was celebrated by the Board, who collectively felt that the programme had been a resounding success by, amongst other things, demonstrating how many of the Education Board's aims within its strategies could be met within the boundaries of one project, including combining actions generated by the Adult Education Service, the City's Independent Schools, the City of London Academies Trust, Culture Mile Learning and beyond. Members of the Education Board queried how the long-term benefits of this programme would be measured. The Head acknowledged this would be difficult due to the lack of Government Policy supporting the consistency of placement of young people and the fact individuals who had taken part may consequently move to a different Local Authority. The School and the partners did, however, monitor where they could and maintained relationships where possible with holiday programmes and trips.
- The Head wished to put an emphasis on the "partnership" aspect of CLS's work rather than "outreach" which possibly did not reflect the experience gained and lessons learned by CLS pupils and its staff taking part in its partnership work.

## 11. **INSPECTION RESULTS UPDATE**

Members received a report of the Director of Community & Children's Services regarding an update on recent inspection results.

Members expressed their congratulations to all staff of City of London Academy Islington; Galleywall Primary School and Sir John Cass' Foundation Primary School for their Ofsted and SIAMS inspection results. Congratulations were also extended to the CEO of the City of London Academies Trust in relation to Galleywall Primary School.

**RESOLVED**, that

- The May 2019 Ofsted inspection of City of London Academy Islington (CoLAI), be noted;
- The May 2019 Ofsted inspection of Galleywall Primary School (Galleywall), be noted; and
- The May 2019 Statutory Inspection of Anglican and Methodist Schools (SIAMS) inspection of Sir John Cass's Foundation Primary School (SJC), be noted.

**12. CITY PREMIUM GRANT 2019/20 ALLOCATION TO ACADEMIES**

Members considered a report of the Director of Community & Children's Services regarding the City Premium Grant 2019/20 Allocations to Academies.

**RESOLVED**, that

- The release of City Premium Grant funding to City Academies for the academic year 2019/20 as per Schedule 1 (below), be approved; and
- The proposal that City of London Academy Southwark repurpose an underspend on their 2018/19 City Premium Grant, granting an extension of the delivery period to December 2019 and receiving the 2018/19 City Premium Grant evaluation in January 2020, be approved.

**13. CITY OF LONDON FAMILY OF SCHOOLS SAFEGUARDING REVIEW**

Members received a report of the Director of Community & Children's Services regarding the City of London Family of Schools Safeguarding Review.

Members discussed the recommendations within the report's appendix. Whilst findings demonstrated an overall effective approach, an increased robustness and intentionality in response to the review's findings was required across the Family of Schools. There was no evidence of any immediate risks to pupils. Work to implement these recommendations would be undertaken by the Safeguarding Consultant that undertook the review.

In response to a question, Members heard that it was not appropriate to have a single safeguarding policy across each of the schools within the City of London Family.

With regard to governor training, Members requested that it be made clear to all governors when appointed, what training was required of them. It was also recommended that more use be made of online portals such as Educare. In this vein, it was noted by the Safeguarding Consultant that there seemed to be confusion over the tracking of governor training, a matter that would be addressed in the follow-up from the review.

It was requested of Members that a no-tolerance approach be developed in respect any failure by governors in the process of obtaining their DBS certificates.

It was noted that this report was for approval.

**RESOLVED**, that

- the City of London Family of Schools Safeguarding Review 2019 report in **Appendix 1**, be noted; and
- the recommendations on pages 12-15 and set out in the summary document in **Appendix 2**, be approved.

**14. EXCLUSION OF THE PUBLIC**

*The Chairman wished to take item 23 at this point in the agenda in order to allow participation from relevant officers.*

**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.

**15. EVALUATION OF SOUTHWARK LOCAL GOVERNING BODY PILOT**

Members considered a report of the Director of Community and Children's Services regarding the evaluation of the Southwark Local Governing Body Pilot.

*The public were re-admitted to the meeting for the following agenda items.*

**16. GUILDHALL SCHOOL OF MUSIC AND DRAMA SCHOLARSHIPS 2018/19**

Members received a report of the Principal of the Guildhall School of Music and Drama (GSMD) regarding scholarships awarded for 2018/19.

In addition to the scholarships awarded from the grant issued by the Education Board to GSMD, Members heard that GSMD were working with schools within the borough of Islington, particularly with City of London Academy Highbury Grove. GSMD were also playing a part in the Guildhall Young Artist programme, involving other schools within the City of London Academies Trust.

In response to a question about the impact of BREXIT, Members heard that there had been a decline in the number of applications from EU students countered by increased efforts in recruitment from other parts of the world. On leaving the EU, GSMD would also need to look at the fee variance for EU students and those from other countries.

**RESOLVED**, that the report be noted.

**17. CULTURE MILE LEARNING UPDATE**

Members received a report of the Town Clerk regarding activities of Culture Mile Learning.

In the past year the School visits fund had committed to visits to benefit almost 13,000 pupils, which was 50% of the total number of pupils ever supported by the fund in its lifetime. This success has been driven by word of mouth recommendations.

In addition to the programmes within the report, Members were informed of a project for disadvantaged young women, offering them an opportunity to work with an artist on a sound-based piece for the Smithfield Street Party scheduled for 25 August.

The Chairman informed Members of his intention to invite Tim Jones (Culture Mile Director) to present at the Education Board's November 2019 meeting as part of a Culture and Creative Learning-focused agenda.

Officers were asked to seek clarification on whether the Young City Poets was in any way a feeder to the Barbican Poets programme.

Members noted how CML's projects demonstrated how small investments could be far reaching and have significant impact.

**RESOLVED**, that the report be noted.

#### 18. **MUSIC EDUCATION MAPPING ACROSS THE FAMILY OF SCHOOLS**

Members received a report of the Director of Community & Children's Services regarding Music Education Mapping across the City of London Family of Schools. The following matters were raised:

- The Barbican Centre and the Guildhall School of Music and Drama (GSMD) were linking with the work being undertaken with the Family of Schools to achieve the Board's Cultural and Creative Learning strategy outcome.
- A Member requested that GSMD be invited to submit a similar "partnerships" report as those submitted to the Board by the City's Independent Schools.
- In respect of appendix 1, it was requested that both primary schools and secondary schools are given access to workplace experience in the music industry.
- The lack of a music-lead at any of the schools was a particular point of concern.
- More information was requested on the format of music provision in KS2, i.e. whether the teaching is one-to-one, small groups or with an entire class.
- It was noted that workplace experience in music could also include instrument making.

- Members were informed that Phase 2 of this piece of work would also include Drama and other artforms provision.

**RESOLVED**, that

- The music education mapping exercise, be noted; and
- The summary of areas for further exploration included in appendix 1 and full report with survey results in appendix 2, be noted.

*11.55 the meeting was extended in accordance with Standing Order 40.*

**19. LONDON CAREERS FESTIVAL INITIAL IMPACT REPORT**

Members received a report of the Director of Community & Children's Services regarding the initial impact of the London Careers Festival.

Members noted that many businesses that historically would have been defined as financial, wanted to be featured as a creative industry. This highlighted the relevance and importance of the Fusion Skills work.

It was requested that communications to Members for next year's festival start as soon as possible so they could save the date and get guidance on how they could get their own businesses involved.

A full impact report was due to be received by the Board at their September 2019 meeting.

**RESOLVED**, that report and its appendices be noted.

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

There were no questions.

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

There were no items of urgent business.

**22. 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.

**23. NON-PUBLIC MINUTES**

**RESOLVED**, that the non-public minutes of the meeting held 23 May 2019, be approved as accurate record.

**24. NON-PUBLIC OUTSTANDING ACTIONS**

Members received a report of the Town Clerk regarding Non-Public outstanding actions.

25. **GOVERNANCE REVIEW RECOMMENDATIONS**  
Members received a report of the Director of Community and Children's Services regarding governance review recommendations.
26. **CITY SPONSORED ACADEMIES' PREDICTED GRADES 2019**  
Members received a report of the Director of Community & Children's Services regarding the 2019 predicted grades of City sponsored academies.
27. **FINANCIAL SCRUTINY MEETINGS 2019**  
Members received a report of the Director of Community and Children's Services regarding the 2019 financial scrutiny meetings of the City of London Corporation's sponsored and co-sponsored academies.
28. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**  
There were no questions.
29. **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 12.18 pm**

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Chairman

**Contact Officer: Polly Dunn**  
**[polly.dunn@cityoflondon.gov.uk](mailto:polly.dunn@cityoflondon.gov.uk)**



**Education Board – Public Outstanding Actions**

<b>Action Number</b>	<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>Progress Update</b>
6/2019/P	10 January 2019	Produce a full evaluation report on the Summer Enrichment Programme.	Director of Community & Children’s Services	Report to January 2020 Board
8/2019/P	23 May 2019	Governors for Schools would be conducting surveys of governors who access the resources to evaluate their impact and would be producing a final evaluation report in October 2019.	Strategic Education & Skills Director	Report to November 2019 Board
9/2019/P	18 July 2019	Three City Independent School Boards be invited to consider commissioning their annual Partnership reports in March of each year.	Town Clerk	Update at November 2019 Board
10/2019/P	18 July 2019	GSMD be invited to submit a similar “partnerships” report as those submitted to the Board by the City’s Independent Schools.	Strategic Education and Skills Director/Town Clerk	Update to November 2019 Board

## Education Board – Public Completed Actions

Action Number	Action	Date Completed
1/2018/P	Chairman of City of London Academy Southwark to be invited to January 2019 Board meeting.	10 January 2019
2/2018/P	Recommendation that 'nature' be replaced with 'composition' in COLAT LGB Terms of Reference to be made to the Chief Executive of the City of London Academies Trust	Completed
3/2018/P	Online funding guidance note to be drafted and circulated to City academies	Completed
4/2018/P	Letter of Congratulation to be issued to Principal of Newham Collegiate Sixth regarding their GG2 Leadership Award.	10 January 2019
5/2018/P	Officers to attend Board meetings during specific time 'windows' to present their reports.	10 January 2019
6/2018/P	Review of Local Governing Body Arrangements at City of London Academies Southwark to be submitted to the Education Board	10 January 2019
7/2018/P	Consideration be given to bringing Additional Funding Applications process forward by two months.	10 January 2019
8/2018/P	Appropriate number of City of London Governors, plus governor skills more generally, to be discussed at March 2019 Board Away Day	On Away Day Agenda
9/2018/P	City Premium Grant Funding to be discussed at March 2019 Board Away Day	10 January 2019
10/2018/P	Discussion paper regarding Governor Clerking Survey results to be submitted to March 2019 Board Away Day	On Away Day Agenda
11/2018/P	Whole Court Briefing Meeting on Education, Skills, Culture and Creative Learning Strategy to be convened	10 January 2019
12/2018/P	<p>Guildhall School of Music and Drama actions to be dealt with in single report to the Board, namely,</p> <ul style="list-style-type: none"> <li>• Consideration be given to inviting a Guildhall School scholarship recipient to future meeting of the Education Board (19 July 2018)</li> <li>• GSMD to submit annual reports on number of scholarships/bursaries and their impact during funding round 2018/19 and 2019/20 (20 July 2017)</li> <li>• Report on review of funding to Guildhall School Trust and GSMD to be submitted to Board in 2019 (20 July 2017)</li> </ul>	Assumed into 14/2018/P
13/2018/P	Report on 2018/19 City Premium Grant interventions to be submitted to a future meeting.	10 January 2019
16/2018/P	School Places Demand Projections Report to be annual item on Education Board agenda.	10 January 2019
15/2018/P	Education, Skills, Culture and Creative Learning Strategy to be submitted to Court of Common Council.	23 May 2019
1/2019/P	Draft and include wording for revised terms of reference (as agreed) to go to Policy & Resources Committee for approval.	18 July 2019
2/2019/P	<p>Invite the following individuals to the Governance Review Item at the March 2019 Away Day:</p> <ul style="list-style-type: none"> <li>• Chairmen of the City of London Corporation's three independent schools</li> <li>• Chairman of the City of London Academies Trust Board</li> </ul>	23 May 2019
4/2019/P	A "save the date" notification go to all Members for June 2019 Careers Festival	23 May 2019
5/2019/P	Appropriate livery representatives should be invited to an Education Briefing regarding the best practice and learnings following significant progress made by disadvantaged pupils at City sponsored Academies.	18 July 2019

## **Education Board – Public Completed Actions**

<b>Action Number</b>	<b>Action</b>	<b>Date Completed</b>
7/2019/P	Request that the Planning and Transportation Committee reschedule their meeting on 17 June 2019 so to not clash with preparation works for the C4 Festival	23 May 2019
14/2018/P	Guildhall School Scholarship Outcome Report to be submitted to Education Board	18 July 2019
3/2019/P	Draft a note on the in-principle invitees to Education Board funded events for approval.	18 July 2019
7/2019/P	A report from Culture Mile Learning on delivery of several outcomes in the Cultural and Creative Learning Strategy, including some of the recommendations within the report, would be brought to the Board at its July 2019 meeting.	18 July 2019

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<b>Committee(s):</b> Education Board	<b>Date(s):</b> 12 September 2019
<b>Subject:</b> Action Taken Between Meetings	<b>Public</b>
<b>Report of:</b> The Town Clerk	<b>For Information</b>
<b>Report author:</b> Polly Dunn	

## Summary

This report advises Members of action taken by the Town Clerk since the July 2019 meeting of the Board, in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order No. 41(a) and (b). It also provides a brief update on a matter regarding the Education Charity Sub Committee.

## Recommendation(s)

Members are asked to note the report.

## Main Report

### **Delegated Authority - Education Charity Sub (Grant Applications)**

1. Approval was given for the following grants:
  - i) A continuation of funding of £10,425 over one final year for Dr Johnson's House Trust Ltd, towards the costs of an education programme for London primary and secondary schools and university students, in the cultural arts;
  - ii) A grant of £20,250 for Drum Works CIC, to deliver weekly drumming workshops for autistic children with severe learning difficulties at the Garden School of Hackney; and
  - iii) A grant of £23,150 over two years (£11,575 per year) for Epping Forest Field Centre (Field Studies Council), to deliver ecology training to Key Stage 3 and 4 science teachers in London Schools, and to run "Young Ecologist" day courses in Epping Forest for aspiring young ecologists from the London Boroughs of Newham, Redbridge and Waltham Forest.

### **Education Charity Sub – overcommitment of the City Educational Trust Fund**

2. The Chairman wrote to the Chamberlain on behalf of the Education Charity Sub Committee with regard to the overcommitment of grant monies in the City Education Trust general fund. A copy of the note and any responses received will be available to Members at the meeting of 12 September 2019.

## Appendices

- None

## **Background Papers**

3. Background papers for Members are available from [polly.dunn@cityoflondon.gov.uk](mailto:polly.dunn@cityoflondon.gov.uk)

### **Polly Dunn**

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<b>Committee</b>	<b>Dated:</b>
Education Board	12/09/2019
<b>Subject:</b> Education Board Budget Update for 2019/20 Financial Year	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services and the Chamberlain	<b>For Information</b>
<b>Report author:</b> Mark Jarvis, Head of Finance and Daniel McGrady Policy Lead (Education, Culture & Skills)	

### Summary

This paper asks Members to note the latest forecast Outturn position for the 2010/20 Education Budget.

### Recommendation

Members are asked to note the report.

### Main Report

#### Current Position

1. The forecast outturn position for the 2019/20 financial year as of Period 5 is outlined in the table on the next page. At this stage, £2.187m of the overall £2.879m allocation has been spent. This is primarily from the Central Risk element of the budget which is for City Premium Grant funding to City of London sponsored and co-sponsored academies.
2. The predicted forecast outturn is marginally under budget.

#### Conclusion

3. Members are asked to note the spend to date and forecast outturn for the 2019/20 financial year.

#### Appendices

No appendices.

#### Daniel McGrady

Policy Lead (Education, Culture & Skills)

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<u>2019-20</u> <u>Budget</u>		<u>Actuals</u> <u>2019/20</u>	<u>Balance</u>	<u>Forecast</u> <u>Outturn</u> <u>19/20</u>
<u>Local Risk</u>				
£		£	£	£
<b>90,000</b>	<b>COLAT FUNDING</b>	<b>0</b>	<b>90,000</b>	<b>90,000</b>
<b>327,000</b>	<b>SALARIES</b>	<b>136,201</b>	<b>190,799</b>	<b>326,132</b>
14,000	Leadership & Governance	770	9,286	14,000
36,000	Enrichment (Fusion) Programmes	18,594	17,406	36,000
<b>50,000</b>	<b>EDUCATION STRATEGY</b>	<b>19,364</b>	<b>26,691</b>	<b>50,000</b>
112,000	Leadership & Governance	14,534	97,466	112,000
60,000	London Careers Festival	32,481	27,519	60,000
<b>172,000</b>	<b>SKILLS STRATEGY</b>	<b>47,015</b>	<b>124,985</b>	<b>172,000</b>
30,000	Leadership & Governance	146	29,854	30,000
70,000	Enrichment (Fusion) Programmes	280	69,720	70,000
305,000	Culture Mile Learning	305,000	0	305,000
<b>405,000</b>	<b>CULTURAL &amp; CREATIVE LEARNING STRATEGY</b>	<b>305,426</b>	<b>99,574</b>	<b>405,000</b>
<b>13,000</b>	<b>CENTRAL EDUCATION UNIT (Printing, Legal Fees, Training etc.)</b>	<b>2,169</b>	<b>10,831</b>	<b>13,000</b>
<b>1,057,000</b>		<b>510,174</b>	<b>542,881</b>	<b>1,056,132</b>
<u>Central Risk</u>				
£				
<b>250,000</b>	<b>COLAS</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>
<b>250,000</b>	<b>COLAI</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>
<b>250,000</b>	<b>COLAH</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>
<b>100,000</b>	<b>Redriff</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>
<b>60,000</b>	<b>Galleywall</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>
<b>40,000</b>	<b>COLPAI</b>	<b>40,000</b>	<b>0</b>	<b>40,000</b>
<b>200,000</b>	<b>Highgate Hill</b>	<b>199,830</b>	<b>170</b>	<b>200,000</b>
<b>140,000</b>	<b>Shoreditch Park</b>	<b>117,050</b>	<b>22,950</b>	<b>140,000</b>
<b>250,000</b>	<b>Highbury Grove</b>	<b>249,230</b>	<b>770</b>	<b>250,000</b>
<b>150,000</b>	<b>NCS</b>	<b>150,000</b>	<b>0</b>	<b>150,000</b>
<b>40,000</b>	<b>Interventions/Standards</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
<b>1,730,000</b>	<b>CITY PREMIUM GRANTS (ACADEMIES)</b>	<b>1,666,110</b>	<b>63,890</b>	<b>1,730,000</b>
<b>92,000</b>	<b>PIP FUNDING<sup>1</sup></b>	<b>10,765<sup>2</sup></b>	<b>61,960</b>	<b>92,000</b>
<b>1,822,000</b>		<b>1,676,875</b>	<b>125,850</b>	<b>1,822,000</b>
<b>2,879,000</b>		<b>2,187,049</b>	<b>668,731</b>	<b>2,878,132</b>

<sup>1</sup>This forecast outturn does not include £100,000 for the Summer Enrichment Pilot which is on the same budget ledger but is not managed by the Education Board.

<sup>2</sup> 19,275 committed spend.



<b>Committee</b>	<b>Dated:</b>
Education Board	12/09/2019
<b>Subject:</b> Note on Upcoming National Policy	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Information</b>
<b>Report author:</b> Daniel McGrady, Lead Policy Officer (Education, Culture and Skills)	

## Summary

The United Kingdom (UK) is due to leave the European Union (EU) on 31 October 2019 (henceforth referred to in this report as 'Brexit'). This report provides Members with a brief outline of the high-level areas of potential impact for the Family of Schools.

## Recommendation

Members are asked to note the report.

## Main Report

### Background

1. At the time of writing this report, the UK does not have a withdrawal agreement with the EU which creates much uncertainty on the impact of leaving the single market and customs union on individuals, families and organisations.

### Current Position

2. The Education Unit and senior leaders in the Family of Schools have identified the high-level areas of potential impact of Brexit on schools.
  - Staff  
Of the sample of six schools surveyed, under 5% of school staff are EU nationals. Brexit could impact on staff retention and recruitment if staff who are EU nationals choose to leave the UK before or after 31 October 2019. It is also uncertain whether teachers who received their teaching qualifications in EU states will have their qualifications recognised in the UK.
  - Pupils  
Of the sample of six schools, an average of 5% of pupils are EU nationals. Brexit could impact on pupil numbers if families of pupils who are EU nationals choose to leave the UK. This could impact school funding (see below).
  - School Funding  
If families who are EU nationals decide to leave the UK and withdraw their children from school, this could impact overall school budgets for both state-funded and fee-paying schools.
  - Contracts and Procurement  
Many of our schools use contractors for services, in particular cleaning and catering, which have a greater reliance on EU workers and may import goods from the EU. This could have an impact on the suppliers and therefore the

delivery and the price of the contracts. The schools undergoing building works may also be affected by impacts on the construction industry.

- Curriculum  
Some schools in the UK (not the Family of Schools) have reported a drop in the study of Modern Foreign Languages (MFL) and difficulties in recruitment due to many MFL teachers being EU nationals.
3. The Education Unit will continue to work with the City of London Academies Trust, the two co-sponsored academies and the three independent schools to support them to make preparations for Brexit on 31 October 2019.

### **Conclusion**

4. Members are asked to note the brief outline of potential impact areas for the Family of Schools as a result of Brexit.

### **Appendices**

None

### **Daniel McGrady**

Lead Policy Officer (Education, Culture and Skills)

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<b>Committee</b>	<b>Dated:</b>
Education Board	12/09/2019
<b>Subject:</b> Education Activities Update	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Information</b>
<b>Report author:</b> Daniel McGrady, Lead Policy Officer (Education, Culture and Skills)	

### Summary

This report asks Members to note that there have been no new activities since the last update to Members on 18 July 2019, so this report lists upcoming education events over the Autumn Term. Events are listed as they relate to the three strategies: Education, Cultural and Creative Learning, and Skills.

### Recommendation

Members are asked to note the report.

### Main Report

#### Upcoming activities

#### Education

1. Scrutiny Meetings (Standards) – 30 October 2019  
The Standards Scrutiny Meetings are an important aspect of the Accountability Framework to ensure exceptional education is delivered through the City Corporation’s sponsored and co-sponsored academies. An update on the Scrutiny Meetings will be submitted to the Education Board in November.
2. Governor Training (Safeguarding) – 31 October 2019  
To take forward the recommendations from the recent Safeguarding Review of the Family of Schools, the governor training in safeguarding this Autumn Term will include a two-hour ‘advanced session’ for designated Safeguarding Governors and governors with existing experience in safeguarding to deepen their understanding of best practice and consider practical case scenarios.
3. Liveries Education Leads Meeting – 15 October 2019  
Following a recommendation from Members of the Education Board, the Education Unit have invited education leads from across the Livery Companies where the Company runs schools and/or has a major focus on education to an informal meeting to share priorities and approaches and identify areas for collaboration.
4. The City Schools Conference – 4 November 2019  
The City Schools Conference this year will be themed on ‘Inclusion and Wellbeing’ to support the delivery of the Education Strategy Goal: Education is safe, inclusive, supportive and empowering for all, regardless of age, background or circumstance. The Chair and Deputy Chair of the Education Board are formally invited to open and/or close the conference.
5. Lord Mayor’s Show – 9 November 2019

This year, three schools are celebrating anniversaries: the 125<sup>th</sup> anniversary of City of London School for Girls and the 10<sup>th</sup> anniversary for both City of London Academy Islington and The City Academy Hackney. To honour these, the theme of this year's Education paraders will be 'Excellence in Education Throughout the Ages'. Participating schools have been asked to consider ways they can integrate the theme into the curriculum leading up to and after the event.

### **Cultural & Creative Learning**

6. Arts, Creativity and Culture CPD Event – 23 September 2019  
A CPD event for a range of stakeholders including classroom teachers, researchers, policy makers and arts organisations. The event is an opportunity to learn about the integration of arts and cultural learning with presentations by Southbank Centre Creative Learning, City of London Corporation and Culture Mile. It will launch a national network for classroom teachers to be an interface between the different arts sectors and schools by being a vehicle for sharing good curriculum practices and pedagogical ideas that are research-informed

### **Skills**

7. City Students Conference and Prefects' Dinner – 12 December 2019  
The Chief Commoner has invited secondary school pupils in the Family of Schools and beyond to an afternoon conference focused on the politics and governance of cities. This event will provide insight into political processes, encourage political engagement, and provide exposure to jobs in the public administration sector. The conference occurs before the annual Prefects' Dinner. All Members of the Education Board are invited to the Prefects' Dinner.

### **Appendices**

- Appendix 1 - Calendar of forums and events over the 2019/20 academic year.

### **Daniel McGrady**

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<b>Committee</b> Education Board	<b>Dated:</b> 12/09/2019
<b>Subject:</b> Governor Appointments Update	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Decision</b>
<b>Report author:</b> Daniel McGrady, Lead Policy Officer (Education, Culture and Skills)	

### Summary

This report asks Members to approve the appointment of Darren Thompson as a City Corporation Sponsor Trustee to The City Academy Hackney (TCAH) for a four-year term. Members are asked to note the current governing body membership of the City Family of Schools attached at **Appendix 2**.

### Recommendations

Members are asked to:

- Approve the appointment of Darren Thompson as a City Corporation Sponsor Trustee<sup>1</sup> to TCAH for a four-year term.
- Note the current governing body membership of the City Family of Schools attached at **Appendix 2**.

### Main Report

#### Appointment of Darren Thompson to The City Academy Hackney

1. As a co-sponsor, the City Corporation can appoint five “Sponsor Trustees” to the Governing Body of TCAH. Following the resignation of Vladimir Savic on 9 July 2019, there is a City Corporation Sponsor Trustee vacancy on the Governing Body.
2. As per the appointment process for co-sponsored academies, the vacancy was advertised through the Court of Common Council and the lead City Corporation trustee was consulted. One expression of interest was received for the vacancy which was reviewed by the lead City Corporation trustee giving due regard to the skills requirements of the Governing Body.
3. The lead City Corporation trustee, Anne Fairweather, would like to nominate Darren Thompson as a Sponsor Trustee to the Governing Body of TCAH to the Education Board for approval. A short biography for Darren is included in **Appendix 1**.

#### Governing body membership across the Family of Schools

4. An updated list of governing body membership across the Family of Schools is included in **Appendix 2**.
5. Members are asked to note the academies where there are currently governor vacancies or where governors are due to complete their terms of office. The clerks of the relevant committees should ensure that these vacancies are filled in

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<sup>1</sup> Also called “Sponsor Governor”. In the case of the City Corporation’s two co-sponsored academies, the Board of Governors and the Board of Trustees are one and the same.

a timely manner in line with the processes specific to each Board informing the City Corporation as Sponsor so that they may make nominations where this is required.

### **Appendices**

- Appendix 1 (Non-Public) – Darren Thompson Biography.
- Appendix 2 – Governing body membership of the Family of Schools.

#### **Daniel McGrady**

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## Appendix 2 – Governor Appointments Update

### City Corporation Family of Schools - Governing Body Membership

#### City of London Academies Trust (04504128):

Name	Basis of Appointment	Term of Office
Andrew McMurtrie (Chair)	Sponsor Trustee (appointed by Policy and Resources Cte)	4 years expiring 13 January 2020
Peter Bennett	Sponsor Trustee (appointed by Education Board)	4 years expiring 3 August 2022
Roy Blackwell	Sponsor Trustee (appointed by Education Board)	4 years expiring 13 January 2020
Ann Holmes	Sponsor Trustee (appointed by Education Board)	4 years expiring 24 May 2021
Clare James	Sponsor Trustee (appointed by Education Board)	4 years expiring 7 March 2022
Tijs Broeke	Sponsor Trustee (appointed by Policy and Resources Cte)	4 years expiring 1 May 2023
Mark Emmerson	CEO Member	During term as CEO
Rehana Ameer	Co-opted Trustee (appointed by Board of Trustees)	4 years expiring 12 January 2023
Edward Benzecry	Co-opted Trustee (appointed by Board of Trustees)	4 years expiring 26 March 2023
Dawn Brook (nee Elliott)	Co-opted Trustee (appointed by Board of Trustees)	4 years expiring 5 July 2020
Lucas Green	Co-opted Trustee (appointed by Board of Trustees)	4 years expiring 26 January 2020

#### City of London Academies Trust (04504128) Academies:<sup>1</sup>

##### *City of London Primary Academy Islington*

Name	Basis of Appointment	Term of Office
Ann Holmes, CC - Chairman	Appointed by the Trust Board	3 years expiring 30 August 2020
Nick Bensted Smith, CC	Appointed by the Trust Board	3 years expiring 30 August 2020
Paul Barry	Appointed by the Trust Board	4 years expiring 30 August 2023
Ena Harrop <sup>2</sup>	Appointed by the Trust Board	3 years expiring 30 August 2020
VACANCY	To be appointed by the Trust Board	
Mary Robey	Appointed by the Trust Board	3 years expiring 30 August 2020
Frazer Swift	Appointed by the Trust Board	3 years expiring 30 August 2020
Kim Clapham	Headteacher – Ex officio	During term of office as Headteacher
Celia Orford	Staff Governor (Teaching)	3 years expiring 1 April 2021
VACANCY	Staff Governor (Non-Teaching)	
Georgia Dehn	Parent Governor (elected)	3 years expiring 17 December 2020
Jillian Jones	Parent Governor (elected)	3 years expiring 17 December 2020

##### *Southwark Local Governing Body<sup>3</sup>*

Name	Appointed as	Term of Office
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<sup>1</sup> The Trust appoints all members of the LGB in consultation with the City Corporation, with the exception of the Chair who is appointed with the approval of the Education Board. The Trust's Articles of Association require that there are at least two parent governors on each LGB.

<sup>2</sup> City Corporation employee.

<sup>3</sup> The Southwark LGB is a joint LGB for The City of London Academy, Southwark, Redriff Primary School, City of London Academy and Galleywall Primary, City of London Academy.

Antony Smyth – Chairman	Appointed by the Trust Board	3 years expiring 12 January 2021
Hilda Cheong – Vice-Chair	Appointed by the Trust Board	1 year expiring 3 June 2019
Lucas Green – Vice Chair	Appointed by the Trust Board	1 year expiring 14 May 2019 <sup>4</sup>
Simon Atkinson	Appointed by the Trust Board	Starting from 13 December 2017 (term of office unstated)
Elaine Davis	Appointed by the Trust Board	3 years expiring 12 January 2021
Keith Bottomley, CC	Appointed by the Trust Board	2 years expiring 24 January 2020
Harvey McEnroe	Appointed by the Trust Board	2 years expiring 9 February 2020
Vicky Mills	Appointed by the Trust Board	1 year expiring 15 May 2019
Shavran Joshi	Appointed by the Trust Board	4 years expiring 30 August 2023
Nihar Mehta	Appointed by the Trust Board	4 years expiring 30 August 2023
Leanne Werner	Appointed by the Trust Board	4 years expiring 30 August 2023
Fiona Edlin	Parent Governor (elected)	3 years expiring 16 January 2021
Ann Chuyi Wang	Parent Governor (elected)	3 years expiring 19 March 2021
VACANCY	Parent Governor (elected)	
Mickey Kelly	Executive Principal – Ex officio	During term of office as Executive Principal of Galleywall Primary School and Redriff Primary School
Richard Bannister	Principal – Ex Officio	During term of office as Principal of City of London Academy, Southwark
Steve Burgess	Staff Governor (teaching)	1 year expiring 4 October 2019
Maya Pursani	Staff Governor (non-teaching)	3 years expiring 26 January 2021

*City of London Academy Shoreditch Park<sup>5</sup>*

Name	Appointed as	Term of Office
Robert Howard, Ald. – Chairman	Appointed by the Trust Board	3 years expiring 30 August 2020
Barbara Hamilton <sup>6</sup>	Appointed by the Trust Board	3 years expiring 30 August 2020
Mark Malcolm	Appointed by the Trust Board	3 years expiring 30 August 2020
Ryan Shorthouse	Appointed by the Trust Board	3 years expiring 30 August 2020
Sheila Scales	Appointed by the Trust Board	3 years expiring 30 August 2020
Rita Krishna	Appointed by the Trust Board	3 years expiring 30 August 2020
Sue Roberts	Appointed by the Trust Board	3 years expiring 30 August 2020
Mark Lowman	Appointed by the Trust Board	Starting 8 March 2018 (term of office unstated) <sup>7</sup>
Veronica Wadley	Appointed by the Trust Board	Term of office unstated
Holly Arles	Principal – Ex officio	During term of office as Principal
Liam Smyth	Staff Governor (Teaching)	3 years expiring 20 November 2021
Maria Dennis-Waters	Staff Governor (Non-Teaching)	3 years expiring 29 September 2021
Rebecca Couper	Parent Governor (elected)	3 years expiring 29 September 2020
Mark Sullivan	Parent Governor (elected)	3 years expiring 29 September 2020

*City of London Academy Highgate Hill<sup>8</sup>*

Name	Appointed as	Term of Office
Roy Blackwell – Chairman	Appointed by the Trust Board	3 years expiring 30 August 2020
Kristin Baumgartner	Appointed by the Trust Board	3 years expiring 30 August 2020
Valerie Bossman-Quarshie	Appointed by the Trust Board	3 years expiring 30 August 2020
Josh Burton	Appointed by the Trust Board	3 years expiring 30 August 2020

<sup>4</sup> The Chair of the Local Governing Body has requested an extension to this term for formal approval at the next Local Governing Body Meeting.

<sup>5</sup> Standard LGB membership (upon which the Education Board was consulted) is augmented by one additional CoL appointment.

<sup>6</sup> Corporation employee

<sup>7</sup> City of London Academies Trust Board approval on 8 March 2018

<sup>8</sup> Standard LGB membership (upon which the Education Board was consulted) is augmented by one additional CoL appointment



Name	Appointed as	Term of Office
VACANCY	To be appointed by the Trust Board	
Julie Robinson	Appointed by the Trust Board	3 years expiring 30 August 2020
Simon Turner	Appointed by the Trust Board	3 years expiring 30 August 2020
Prince Genuh	Principal – Ex officio	During term of office as Principal
Peter Bremner	Teaching staff governor	3 years expiring 30 August 2020
Kathryn Spencer	Non-teaching staff governor	3 years expiring 21 October 2021
Donaleen Johnson	Parent Governor (elected)	3 years expiring 31 December 2021
Katerina Jenkins	Parent Governor (elected)	3 years expiring 31 December 2021

*City of London Academy Highbury Grove<sup>9</sup>*

Name	Basis of Appointment	Term of Office
Mark Boleat - Chairman	Appointed by the Trust Board	3 years expiring 30 August 2020
Colette Bowe	Appointed by the Trust Board	Starting from 6 September 2017 (length of term unstated) <sup>10</sup>
Cllr Joe Caluori	Appointed by the Trust Board	3 years expiring 30 August 2020
Helen Curran	Appointed by the Trust Board	3 years expiring 30 August 2020
Maggie Elliott	Appointed by the Trust Board	3 years expiring 30 August 2020
Rachel Sherman	Appointed by the Trust Board	3 years expiring 30 August 2020
Michael Simpson	Appointed by the Trust Board	3 years expiring 30 August 2020
Richard Verrall	Appointed by the Trust Board	3 years expiring 30 August 2020
Christopher Hill	Trust Board Appointee	3 years expiring 12 December 2021
Claire Tunley <sup>11</sup>	Trust Board Appointee	3 years expiring 12 December 2021
Nick Worsley	Trust Board Appointee	3 years expiring 12 December 2021
Clare Verga	Executive Principal	During term of office as Executive Principal (attendee)
Aimee Lyall	Principal – Ex officio	During term of office as Principal
Stella McAteer	Teaching Staff Governor	3 years expiring 11 October 2021
Sarah Counter	Non-teaching staff governor	3 years expiring 30 August 2020
Neale Coleman	Parent Governor (appointed)	3 years expiring 30 August 2020
Jonny Shipp	Parent Governor (elected)	3 years expiring 7 October 2021

*Newham Collegiate Sixth Form College*

Name	Basis of Appointment	Term of Office
Rachel McGowan - Chair	Appointed by the Trust Board	3 years expiring 30 August 2020
Caroline Haines, CC	Appointed by the Trust Board	3 years expiring 30 August 2020
Gerald Mehrtens <sup>12</sup>	Appointed by the Trust Board	3 years expiring 30 August 2020
Lakmini Shah	Appointed by the Trust Board	3 years expiring 30 August 2020
Sukhi Bath	Appointed by the Trust Board	4 years expiring 30 September 2022
Simon Beck	Appointed by the Trust Board	4 years expiring 12 December 2022
Ian Wilson	Appointed by the Trust Board	3 years expiring 30 August 2020
Martin Gaskell	Appointed by the Trust Board	4 years expiring 30 September 2022
Mouhssin Ismail	Principal – Ex officio	During term of office as Principal
Matthew Squire	Staff Governor (Teaching)	3 years expiring 31 December 2021
Christine Nunn	Staff Governor (Non-Teaching)	3 years expiring 27 September 2022

<sup>9</sup> LGB membership augmented by three additional Trust appointments following approval by the Trust Board on 13 September 2018.

<sup>10</sup> City of London Academies Trust Board approval on 6 September 2017.

<sup>11</sup> Corporation employee

<sup>12</sup> City Corporation employee.

Nasim Ahmed	Parent Governor (elected)	3 years expiring 2 December 2022
Reshma Bhudia	Parent Governor (elected)	3 years expiring 2 December 2022

## Co-Sponsored Academies<sup>13</sup>:

### *The City Academy, Hackney (6382192)*

Name	Basis of Appointment	Term of Office
Dawn Elliot – Chair	KPMG Sponsor Governor (Chair)	4 years expiring 26 Sept 2023
Anne Fairweather	CoL Sponsor Governor (Vice Chair)	4 years expiring 28 Sept 2020
Katie Dowbiggin (Loven)	CoL Sponsor Governor	4 years expiring 6 Nov 2020
VACANCY	CoL Sponsor Governor – To be appointed by the Education Board	
Tijs Broeke	CoL Sponsor Governor	4 years expiring 12 July 2021
Rob Hortopp	KPMG sponsor governor	4 years expiring 27 September 2021
Mark Essex	KPMG sponsor governor	4 years expiring 27 September 2021
Amanda Brown	KPMG sponsor governor	4 years expiring 20 April 2020
Anntoinette Bramble	Local Authority Governor	4 years expiring 1 September 2020
Mark Malcolm	Head teacher	During term of office as Principal
Tamas Kiss	Non-teaching staff governor	4 years expiring 1 October 2022
Nina Kuh	Teaching staff governor	4 years expiring 1 October 2022
Oleander Ogbetu	Parent Governor (elected)	4 years expiring 12 July 2021
Stephen Webster	Parent Governor (elected)	4 years expiring 10 November 2019
Rita Krishna	Community Governor	4 years expiring 11 November 2020
Sheila Scales	Community Governor	4 years expiring 20 May 2020
Anant Suchak	KPMG sponsor governor	4 years expiring 30 April 2020
Anuja Dhir	CoL Sponsor Governor	4 years expiring 3 February 2021

### *City of London Academy Islington Limited (6426966)*

Name	Basis of Appointment	Term of Office
Professor Richard Verrall – Chairman	City University Sponsor Governor (Chairman)	4 Years expiring 31 August 2019
Henry Colthurst, CC – Vice Chairman	CoL Sponsor Governor	4 Years expiring 31 August 2023
HH Philip Katz	CoL Sponsor Governor	4 Years expiring 31 August 2021
Russell Wilmer	CoL Sponsor Governor	4 Years expiring 31 August 2021
Natasha Lloyd-Owen	CoL Sponsor Governor	4 years expiring 11 March 2023
Ronald Zeghibe	City University Sponsor Governor	4 Years expiring 31 August 2021
Lady Helen Curran	City University Sponsor Governor	4 Years expiring 20 May 2020
Marion O'Hara	City University Sponsor Governor	4 Years expiring 31 August 2020
Michael Laurie	Governor Co-opted by the Board	4 Years expiring 31 August 2022
Eric Sorensen	Community Governor (appointed by Board)	4 Years expiring 31 August 2022
Councillor Joe Caluori	Local Authority Governor	4 Years expiring 14 October 2019
Sonia Jacob	Principal – Ex officio Governor	During term of appointment as Principal
Angela Davies	Teaching staff governor	4 Years expiring 9 November 2019
VACANCY	Non-teaching staff governor	
William Paulton	Parent Governor	4 Years expiring 11 October 2021

<sup>13</sup> The directors/trustees of the co-sponsored academy trust companies are also the governors for the relevant school, as each trust company is responsible for only one school.

VACANCY	Parent Governor	
Clare Verga	Executive Principal	During term of appointment as Executive Principal (attende

## Independent Schools

### City of London School

Governor	Current Term Commenced	Current Term Ends
James Thomson – Chairman	Commoner	4 years expiring April 2022
Tim Levene – Deputy Chairman	Commoner	4 years expiring April 2021
Alexander Barr	Commoner	4 years expiring April 2021
Deputy Keith Bottomley	Commoner	4 years expiring April 2021
Deputy Philip Woodhouse (Ex-Officio)	Ex officio (Chairman of the Board of the City of London Freemen's School)	June 2020 (term linked to Chairmanship of CLFS)
Dominic Christian	Commoner	3 years expiring July 2020
Marianne Fredericks	Commoner	4 years expiring July 2023
Rosie Gill (Co-Opted)	Co-Opted	4 years expiring June 2022
Caroline Haines	Commoner	3 years expiring April 2020
Nicholas Bensted-Smith (Ex-Officio)	Ex officio (Chairman of the Board of the City of London School for Girls)	1 year expiring June 2020
Alderman & Sheriff Vincent Keaveny	Alderman	1 year expiring April 2020
Ronel Lehmann (Co-Opted)	Co-Opted	4 years expiring June 2022
Lord Levene (Co-Opted)	Co-Opted	2 years expiring June 2020
Edward Lord OBE JP, Deputy	Commoner	4 years expiring April 2021
Paul Madden (Co-Opted)	Co-Opted	2 years expiring June 2020
Sylvia Moys	Commoner	4 years expiring July 2023
Ian Seaton	Commoner	4 years expiring July 2022
Paul Stein (Co-Opted)	Co-Opted	3 years expiring June 2021
3 x Co-Opted Vacancies	Board of Governors to appoint	

### City of London School for Girls

Governor	Current Term Commenced	Current Term Ends
Nick Bensted-Smith– Chairman	Commoner	4 years expiring July 2022
Deputy Clare James – Deputy Chairman	Commoner	4 years expiring July 2021
Professor Anna Sapir Abulafia	Co-Opted	4 years expiring Oct 2019
Rehana Ameer	Commoner	3 years expiring July 2020
Randall Anderson	Commoner	4 years expiring July 2023
Deputy Philip Woodhouse (Ex-Officio)	Ex officio (Chairman of the Board of the City of London Freemen's School)	July 2020 (term linked to Chairmanship of CLFS)
Alderman Emma Edhem	Alderman	4 years expiring July 2021
Dr Stephanie K Ellington (Co-Opted)	Co-Opted	3 years expiring July 2020
Soha Gawaly (Co-Opted)	Co-Opted	4 years expiring December 2020
Alderman Prem Goyal OBE	Alderman	4 years expiring April 2023
Deputy Tom Hoffman	Commoner	4 years expiring July 2023
Mary Ireland (Co-Opted)	Co-Opted	3 years expiring July 2021
Sylvia Moys	Commoner	4 years expiring July 2023

Dhruv Patel OBE	Commoner	3 years expiring July 2021
Elizabeth Phillips (Co-Opted)	Co-Opted	3 years expiring July 2020
Deputy Richard Regan	Commoner	4 years expiring July 2020
Peter Gordon Bennett	Commoner	3 years expiring July 2022
Sir Michael Snyder	Commoner	4 years expiring July 2020
Deputy James Thomson (Ex-Officio)	Ex officio (Chairman of the Board of the City of London School)	July 2019 (term linked to Chairmanship of CLS)
2 x Common Councillor Vacancy	CCC to appoint	
1 x Co-opted Vacancy	Board of Governors to appoint	

*City of London Freeman's School*

<b>Governor</b>	<b>Basis of Appointment</b>	<b>Current Term Ends</b>
Deputy Philip Woodhouse - Chairman	Commoner	4 years expiring July 2022
Deputy Roger Chadwick – Deputy Chairman	Commoner	4 years expiring July 2021
John Bennett	Commoner	4 years expiring July 2023
Kevin Everett	Commoner	4 years expiring July 2023
Nicholas Goddard (Co-Opted)	Co-Opted	1 year expiring February 2023
Brian Harris (Co-Opted)	Co-Opted	3 years expiring July 2021
Michael Hudson	Commoner	4 years expiring July 2023
Nicholas Bensted-Smith (Ex-Officio)	Ex Officio (Chairman of the Board of the City of London School for Girls)	June 2020 (term linked to Chairmanship of CLSG)
Tracey Graham	Commoner	3 years expiring 2022
Alderman Susan Langley	Alderman	1 year expiring April 2020
Alderman Bronek Masojada	Alderman	1 year expiring April 2020
Andrew McMillan (Co-Opted)	Co-Opted	4 years expiring February 2023
Hugh Morris	Commoner	4 years expiring July 2021
Graham Packham	Commoner	4 years expiring July 2020
Deputy Elizabeth Rogula	Commoner	4 years expiring July 2022
Deputy James Thomson (Ex-Officio)	Ex Officio (Chairman of the Board of the City of London School)	June 2020 (term linked to Chairmanship of CLFS)
Cllr Chris Townsend (Co-Opted)	Co-Opted	4 years expiring February 2023
Lady Gillian Yarrow (Co-Opted)	Co-Opted	4 years expiring February 2023
3 x Common Councillor vacancies	CCC to appoint	
1 x Co-opted Vacancy	Board of Governors to appoint	

## Local Authority Maintained School

Sir John Cass's Foundation Primary School

Name	Appointed By	Term Of Office
The Revd. L Jørgensen	Ex Officio The Rector, St Botolph Aldgate	While Rector of St Botolph's Church
Mr A Wright	London Diocesan Board for Schools	4 years expiring 4 October 2019
Ms S Moore	London Diocesan Board for Schools	4 years expiring 30 September 2021
Mr M Piper	St Botolph Aldgate	4 years expiring 31 August 2019
Ms B Ryan	Deanery	4 years expiring June 2022
Mr D Williams	Sir John Cass's Foundation	4 years expiring 7 September 2021
VACANCY	Sir John Cass's Foundation to appoint	
Mrs J Greenlees	Sir John Cass Foundation	4 years expiring 6 September 2021
VACANCY	Sir John Cass's Foundation to appoint	
Mr J Fletcher	LA Governor	4 years expiring 19 April 2020
Munsur Ali	LA Governor	TBC
Ms I Culpan	Parent Governor	4 years expiring March 2022
Ms Z Lawley	Parent Governor	4 years expiring March 2022
Ms A Frain	Teaching Staff Governor	4 years expiring 17 October 2021 or during term of employment at the School if this ends earlier.
Ms B Makin	Support Staff Governor	4 years expiring 1 December 2021 or during term of employment at the School if this ends earlier.
Ms A Allan	Headteacher	During term of office as Headteacher

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<b>Committee(s):</b> Hampstead Heath, Highgate Wood and Queens Park Education Board Open Spaces and City Gardens West Ham Park Committee Epping Forest and Commons	<b>Date(s):</b> 11 September 2019 12 September 2019 14 October 2019 14 October 2019 18 November 2019
<b>Subject:</b> Three year review of the Open Spaces Department's 'Green Spaces, Learning Places' programme	<b>Public</b>
<b>Report of:</b> Colin Buttery, Director Open Spaces Department	<b>For Information</b>
<b>Report author:</b> Abigail Tinkler, Head of Learning, Open Spaces Department	

### Summary

This report and appendix provides Members with a review of the Open Spaces Department's three year (2016 to 2019) learning programme which delivered learning, play and volunteering opportunities to local children and adults at Hampstead Heath, West Ham Park, Epping Forest and Queens Park. The review provides a measure of success against the original ambitions of the programme and the lessons that have been learnt that will inform the future programme.

### Recommendation(s)

Members are asked to:

- Note the report.

### Main Report

#### Background

1. The charity arm of the Open Spaces Department received three year tapering funding from City Bridge Trust (CBT) in 2016 to deliver a new centrally co-ordinated outdoor Learning Programme: 'Green Spaces, Learning Places', focused on delivering to urban and deprived communities close to our open spaces.
2. This approach was centred around five impact areas; understanding, confidence, involvement, wellbeing, and connection. Using this approach, the learning team designed learning projects and services that deliver impact in our local communities.
3. The programme was predominantly delivered at Hampstead Heath, Epping Forest (including Wanstead Flats) and West Ham Park.

## Current Position

4. This report provides, as Appendix 1, a review of the three years of the grant funded 'Green Spaces, Learning Places' programme.
5. The review outlines the different programmes that were offered and delivered including programmes for schools, sessions for Pupil Referral Units and young carers (Green Talent), open access play provision at Hampstead Heath, community engagement and volunteering development as well as the creation of a wildlife garden in West Ham Park. It provides details on participation numbers, achievement against targets and a summary of results of the programme's 'impact areas' evaluation that was undertaken jointly with the University of Derby.
6. The Programme exceeded its participation target and reached over 120,000 participants. The two areas which overachieved their targets to the greatest extent were the School service programme overachieving the three year target by 56% and the Green Talent programme by 78%. More information on participation levels is detailed in the review in Appendix 1.
7. CBT funding for the programme ceased on 31 March 2019. Based on the success of the Learning Programme and its delivery of many of the Corporate Plan outcomes, Education Strategy aims and Social Mobility Strategy outcomes, Members supported a request for an increase in the Open Spaces Department's resource base thus mainstreaming the Learning Programme within the core service of the Department. This additional funding is subject to the Fundamental Review.
8. The core learning programme from 2019 is listed below and opportunities for expansion and new initiatives will seek external funding for delivery.
  - Schools service operating out of Hampstead Heath, Epping Forest, West Ham Park
  - Green Talent programme working with young people struggling in education and/or furthest from the job market
  - Play activities at Hampstead Heath
  - Volunteer development and community outreach work

## Corporate & Strategic Implications

9. **The Corporate Plan 2018 – 2023** - The 'Green Spaces, Learning Places' programme is contributing to the delivery of all three of the Corporate Plan's overarching aims and seven of the twelve outcomes:
  - **Contribute to a flourishing society:**
    1. People are safe and feel safe.
    2. People enjoy good health and wellbeing.
    3. People have equal opportunities to enrich their lives and reach their full potential.
    4. Communities are cohesive and have the facilities they need.
  - **Support a thriving economy:**
    8. We have access to the skills and talent we need.
  - **Shape outstanding environments:**
    10. We inspire enterprise, excellence, creativity and collaboration
    12. Our spaces are secure, resilient and well-maintained

10. **Social Mobility Strategy 2018 – 2028: Potential today, success tomorrow.** The learning programme supports this CoL strategy, particularly in respect of achieving the outcomes:
  - Everyone can develop the skills and talent they need to thrive
  - We role model and enable social mobility in the way we operate as an organisation and employer
  
11. **Education Strategy 2019-23** - the programme supports the CoL's Education Strategy 2019-2023, particularly in respect of strategic aims:
  - Provide an educational experience that enriches and inspires through access to the learning opportunities that the City's cultural, heritage and environmental assets offer, combining creativity, innovation and enterprise alongside tradition and continuity;
  - Provide high quality exposure to the world of work at all stages of education to enable pupils to make informed career choices
  
12. **Open Spaces Department Business Plan** - The Learning programme makes an outstanding contribution to the delivery of our Departmental top line objective: '*Spaces enrich people's lives*' and its four underlying outcomes:
  - People enjoy good health and wellbeing
  - Nature, heritage and place are valued and understood
  - People feel welcome and included
  - People discover, learn and develop

## Implications

### Financial

13. The programme was funded by the CBT to the sum of £400,000 over three years as a tapering grant (£220k, £130k, £50k).
  
14. Efforts to raise additional external funds were not successful for two key reasons:
  - most funders do not fund existing projects
  - the reputation of the City as a wealthy organisation hindered fundraising efforts, particularly when the number of funding bids outstrip the funds available.
 These factors are unlikely to change in the future, but the Learning Programme will pursue external funding options for new and additional learning initiatives.
  
15. As the programme was not able to secure significant external funding it was agreed that Open Spaces Department underspend and/or a City Cash contribution up to £200k would provide the shortfall in 2017/18 and 2018/19. A Priority Investment Pot bid was successful in May 2018 and £87k was awarded to cover the additional shortfall in 2018/19.

## Learning programme outturn position 2016-19

	2016/17 £'000	2017/18 £'000	2018/19 £'000
<b>Total Expenditure</b>	<b>-356</b>	<b>-329</b>	<b>-288</b>
<b>Income:</b>			
School fees	27	41	42
Grants & CBT funding	220	140	55
<b>Total Income</b>	<b>247</b>	<b>181</b>	<b>80</b>
<b>Net Expenditure</b>	<b>-109</b>	<b>-148</b>	<b>-208</b>
Shortfall funded by:	Open Spaces Department underspend	City Cash contribution	Priority Investment Pot City Cash contribution

### Conclusion

16. The 'Green Spaces, Learning Places' Programme delivered a successful three year programme reaching 120,00 participants, including over 42,000 school pupils, many from the more deprived communities that surround West Ham Park, Hampstead Heath and Epping Forest.
17. Evaluation of the experiences of attendees on the programme concluded that participants have significantly improved their understanding, wellbeing, confidence, connection and involvement with nature and the outdoors.
18. On 7 March 2019 the Court of Common Council approved a £395,000 increase in the Open Spaces Department's resource base which embeds the Learning Programme as a core service within the Department, subject to the Fundamental Review. .

### Appendices

- Appendix 1 Three Year Review of the Green Spaces, Learning Places Programme
- Appendix 2 Learning Principles
- Appendix 3 Maps showing school programme reach and areas of deprivation in London

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<b>Committee</b> Education Board	<b>Dated:</b> 12/09/2019
<b>Subject:</b> London Careers Festival 2019 Evaluation Report	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Decision</b>
<b>Report author:</b> Anne Bamford Strategic Education and Skills Director	

### Summary

At the meeting on 18 July 2019, Members of the Education Board received an initial summary evaluation report of the London Careers Festival 2019 (LCF) which took place over the week commencing 17 June 2019. The LCF was an integral mechanism for delivering the aims of the Education, Skills and Cultural and Creative Learning Strategies which commit to ensuring learners receive exposure to the world-of-work at all stages of education.

### Recommendation

Members are asked to:

- Note the full evaluation report of LCF in **Appendix 1**.
- Approve that the Education Unit should seek to implement the recommendations for LCF 2020 which have been extracted and included in Section 2.

### Main Report

#### LCF Evaluation Report

1. The LCF 2019 was the first week long careers festival, bringing together the successes of Apprentice 19 and Livery Showcase and adding ‘Fringe Days’ where pupils were hosted in workplaces, uniting previous initiatives and new approaches to careers education which meet the Gatsby Benchmarks under a shared ambition and with shared branding and central organisation. As this was the first event, it was important to conduct a detailed evaluation to provide baseline data for determining impact and as a tool for continued improvement for the partners and stakeholders including pupils, teachers, businesses, and Apprentice 19 and Livery Showcase

#### LCF Evaluation Recommendations for 2020

2. The recommendations from the report have been extracted and summarised below.

##### Event format

- I. To give schools optimal opportunity to travel pupils back to the school in reasonable time, events should finish by 3pm.
- II. To support schools who require transport and staff cover, Fringe Events should run on the same days as the Guildhall Events so that schools can take pupils from one to the other without the need for additional staff cover.
- III. To ensure consistent and manageable numbers spread across the days of LCF (avoiding very busy days and quieter days), LCF 2020 should run over three consecutive days with equal numbers of slots on each day, including both Fringe Events and Guildhall Events.

- a. Consider organising the three consecutive days according to age group: Years 5 and 6; Years 9 and 10; Years 11, 12 and 13.
- IV. LCF 2020 Fringe Days will not be themed by industry but by the Fusion Skills they prioritise. This will support pupils to identify which skills they would like use in the future and therefore broaden the opportunities which might be available to them.
  - a. The data collected on pupils' future career ambitions should be used to inform how job roles can be grouped under the skills they use (e.g. 'footballer' was a popular career ambition and could be linked with other roles which prioritise 'teamwork' and 'resilience').

#### Sign-up and cancellation

- V. To support schools where there may be issues with staff cover, schools should be invited to make bookings for a whole class of pupils, and crowd control should be used during the event to ensure there is a continuous flow through the events.
- VI. To prevent last minute cancellations due to travel and/or staff cover, schools should be asked to book events after these arrangements have been confirmed and not before. Since the biggest area for cancellations was the Fringe Events, running these on the same day at the Guildhall Events will allow schools to book travel and staff cover for a consolidated period of time.

#### Logistics and management

- VII. To continue to ensure the events are well organised and managed, LCF 2020 should have a designated Project Officer who is the central point of contact for schools and participating organisations.
- VIII. To ensure the safety of the pupils and prevent congestion during the Guildhall Events, there should be increased and augmented signage around the Guildhall Complex, and all people participating in the event should wear badges to clearly show which events they are participating in.
- IX. To prevent bottlenecks and increase the flow of traffic at the Guildhall Events, LCF 2020 should have designated areas for pupils to wait between events and eat their lunch.

#### Website and marketing

- X. To further increase the turnout from schools, LCF 2020 should be advertised in the Autumn Term and shared through social media platforms, schools' networks and local authorities well in advance.
- XI. To improve the website and booking system and minimise complications leading up to the event, preparations for LCF 2020 should prioritise commissioning a new website with an integrated booking system and calendar.

#### Exhibitions and workshops

- XII. To ensure that exhibitions and workshops are relevant and age-appropriate, participating organisations in LCF 2020 should be asked to complete a short brief of their stall/exhibition including the targeted age group. Running the event over three consecutive days themed on 'age group' should support us to ensure that the events are being accessed by the appropriate aged pupils and will support organisations to develop/modify their exhibitions as needed.

### Evaluation and data collection

- XIII. To ensure effective data collection for the event, and so support proper evaluation and impact measurement, the new booking system for LCF 2020 should ensure effective measurement of: number of bookings, number of different schools (primary and secondary), number of different participating organisations, and number of cancellations.

### **Conclusion**

3. Members are asked to note the report in **Appendix 1** and approve the recommendations for LCF 2020 extracted and included in Section 2.

### **Background papers**

- Education Board 18 July 2019 – London Careers Festival Initial Impact Report

### **Appendices**

- Appendix 1 – London Careers Festival 2019 Evaluation Report

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