

<b>Committee:</b> Education Board	<b>Date:</b> 23 May 2019
<b>Subject:</b> Appointment of Sub Committees 2019/20	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report Author:</b> Polly Dunn	

### Summary

This paper outlines the terms of reference and composition of the Nominations Sub Committee and Education Charity Sub Committee and invites the Education Board to appoint those Sub Committees and their memberships.

### Recommendation(s)

That Members,

- Review and approve the proposed terms of reference and composition of both the Nominations Sub Committee and Education Charity Sub Committee;
- Subject to its composition being approved, appoint two Common Council Members to serve on the Nominations Sub Committee;
- Appoint two Members to serve on the Education Charity Sub Committee.

### Main Report

#### Background

1. The first meeting of each City of London Corporation Committee and Board after its appointment by the Court of Common Council provides an opportunity to establish any Sub Committees that Members consider are necessary for the Board or Committee to carry out its functions.
2. To date the Education Board has chosen to appoint a Nominations Sub Committee and an Education Charity Sub Committee. The purpose and composition of these Sub Committees is outlined below.

#### Nominations Sub (Education Board) Committee

3. The Nominations Sub (Education Board) Committee is responsible for reviewing the skills audit of Education Board Members, and recommending to the Education Board the appointment of external Members in the event of any vacancies arising among external Members on the Board.
4. In June 2018 the Education Board agreed to amend the Nominations Sub (Education Board) Committee terms of reference, to include: considering and

making recommendations to the Education Board regarding the appointment, where relevant, of Trustees to the City of London Academies Trust.

5. It is proposed that the Nominations Sub (Education Board) Committee is constituted to include both the Chairman and Deputy Chairman of the Education Board, and at least two additional Members. A proposed terms of reference for this sub committee is included as an appendix.

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

6. Following the City of London Corporation's Grants Review, the Education Board has been given responsibility for managing the City of London Corporation Combined Education Charity and the City Educational Trust Fund. The Board is responsible for consulting with the Community and Children's Services Committee on any policy adopted for the application of grants from those charities.
7. The composition of the Education Charity Sub (Education Board) Committee is set by the Court of Common Council: it must be composed of four members of the Education Board and four members of the Community and Children's Services Committee. Members appointed by Community and Children's Services for 2019/20 are:

Caroline Haines

Ruby Sayed

Benjamin Murphy

Vacancy

### **Polly Dunn**

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## Appendix

### **Nominations Sub (Education Board) Committee Terms of Reference**

#### **Constitution**

- Chairman and Deputy Chairman of the Education Board.
- At least two members of the Education Board, who are also members of the Court of Common Council.

**[Membership 2018/19: Henry Colthurst, Ann Holmes, Caroline Haines, Philip Woodhouse]**

#### **Quorum**

- Any three members.

#### **Terms of Reference**

- Review the skills audit of the Education Board's membership and identify areas in which the Board would benefit from the addition of expertise;
- Review supporting statements from interested parties who wish to be considered as external members of the Education Board;
- Make recommendations on the appointment of external candidates to the Education Board;
- Make recommendations to the Education Board on the appointment, where relevant, of Sponsor Trustees to the City of London Academies Trust.

### **Education Charity Sub (Education Board) Committee Terms of Reference**

#### **Constitution**

- Chairman and Deputy Chairman of the Education Board, and two further Members of the Education Board.
- Four Members appointed by the Community and Children's Services Committee.

**[Membership 2018/19: EDUCATION BOARD Henry Colthurst, Ann Holmes, Veronica Wadley COMMUNITY AND CHILDREN'S SERVICES COMMITTEE Randall Anderson, Caroline Haines, Ruby Sayed, Philip Woodhouse]**

#### **Quorum**

- Any three Members.

## **Terms of Reference**

- To be responsible for the application of funds from the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840), in line with any policy set by the Education Board governing the management of those charities.
- To review the eligibility criteria of those charities ahead and make any recommendations on proposed amendments to the Education Board.
- To make recommendations to the Education Board on any policy governing the management of the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840).