

<b>Committee(s)</b>	<b>Dated:</b>
Education Board	12 January 2017
<b>Subject:</b> Local Governing Body Governance for City of London Academies Trust Schools	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Decision</b>
<b>Report author:</b> Jeanne Barnard	

### Summary

The Board of the City of London Academies Trust Board (the Trust) has approved governance documentation for Local Governing Bodies (LGBs). These documents are attached for your information and, as relevant, for your endorsement.

This report also reiterates the City's role as Sponsor of the Trust regarding appointing governors to the Trust's LGBs. The City approves the Chair of every LGB of the Trust, will be notified of the establishment, terms of reference, constitution and membership of any LGB of the Trust; and will be invited to nominate suitable candidates to be appointed as members of such LGBs. The City will also be consulted by the Trust when it appoints any LGBs (or other committees) under Article 100 of its Articles of Association

Going forward, the Education Unit will provide an update on governor membership as a standing item at Education Board meetings. Updates will either be for information or for decision if any new governors are being appointed.

A list of all current governors for City Schools is also attached for your information, including the interim governors for the City of London Academy Shoreditch Park, Highgate Hill, and Islington Primary (opening in September 2017).

### Recommendation(s)

Members are asked to:

- Note, and otherwise as set out in the report, consider and endorse the governance documentation for the Trust's LGBs including the appointment process for governor appointments to the Trust's LGBs **(at Appendix 3)**.
- Note the Trust has approved governance documentation for Local Governing Bodies for academies in the Trust.
- Note the City's role as Sponsor regarding LGB appointments.
- Note the Education Unit will provide an update on governor membership to the Education Board as a standing agenda item.
- Note the current governors for the City Schools.

### Main Report

#### Background

1. The Trust's LGB governance structures and the City's role in the appointment of the Trust's LGB governors was discussed at the Education Board meeting on 10 November 2016, and at previous meetings throughout the year. The Education Board made a number of comments and resolved that a final paper regarding LGB governance would be brought to this meeting after LGB governance documentation was approved by the Trust at their 6 December 2016 Board meeting.

### **Current Position regarding the City of London Academies Trust**

2. The governance documentation (**at Appendix 1 to 4**) has been approved by the Trust, and is now presented to your Committee.
3. Previous feedback from the Education Board has been incorporated into the governance documentation, which includes:
  - Governance model for LGBs.
  - Governance structure of Trust schools.
  - Process for appointing governors to LGBs.
  - Terms of Reference for LGBs.
4. The process for governor appointments to the Trust's LGBs (**at Appendix 3**) only applies to the seven governors who are not parents or staff.
5. The documentation complies with the requirements set out in the Sponsorship Agreement agreed by the Trust and the City as Sponsor, as well as the Trust's Articles of Association. The Sponsorship Agreement requires:
  - the Trustees will consult with the City when appointing any LGBs or committees under Article 100 of the Trust's Articles of Association;
  - the establishment, terms of reference, constitution and membership of any such LGB or committee shall be notified to the City;
  - the City will be invited to nominate suitable candidates to be appointed as governors to LGBs; and
  - the Chair of every LGB must be approved by the City Corporation.
6. The Articles provide that membership and proceedings of any committee (including LGBs) shall be determined by the Trustees. The only requirement set out in the Articles is that there are at least two parent governors on each LGB. There is no requirement that LGB governors must be Common Councilmen, nor are there any additional requirements for LGB governors. The Trustees also have the power to intervene and request a governor to stand down, or in extreme cases, remove a governor if necessary.
7. The City as Sponsor of the Trust has the right to appoint the Trust's Members, as well as being a corporate Member itself. It also appoints the majority of Trustees (who need not all be Common Councilmen) to the Trust. The Chair of the Trust must, however, be a Common Councilman. Sponsor-appointed Trustees must be in the majority of all Trustees present and entitled to vote on any particular business of the Trust. Therefore, the Sponsor's main source of influence on the success of the Trust, its schools and the LGBs, is through its Trustee appointments, noting the Trustees have an obligation to act independently and in the best interest of the Trust. The Members can also remove Trustees from the Trust Board. Except as listed in paragraph 4 above, the City does not have any rights to make decisions about Trust LGB governance or appointments.

8. The process for appointing governors to the Trust's LGBs (**Appendix 3**) sets out the City's role in that process. It also aims to address any concerns the City as Sponsor may have about not being directly involved in the appointment of LGB governors. Through nominating strong candidates and being consulted during the appointment process, the City should feel reassured that the appropriate governors are being appointed to ensure the success of the Trust's schools and thereby to protect the interests of the City as sponsor..
9. It is expected that the Trust and the City as Sponsor will continue to work together to ensure the success of the Trust's academies, and their interests will remain aligned. Therefore, conflicts of interests are expected to arise rarely, if at all, for individuals who the City either appoints to the Trust, or who are otherwise appointed with the City's approval to the LGBs. Trustees appointed by the City are responsible for managing their own interests and a register of interests for all Trustees is held by the Trust and a conflict management procedure is in place, as is the case for those appointed to the LGBs.

### **Appointments to the other City Schools**

10. A list of all current governors for City Schools is attached for your information, including the interim governors for the City of London Academy Shoreditch Park, Highgate Hill, and Islington Primary (opening in September 2017) **at Appendix 5**. Please note that the composition of some of the Trust's LGBs reflect legacy arrangements.
11. The Education Board also has a role in appointing governors to the co-sponsored academies, the City Academy Hackney (co-sponsored with KPMG) and the City of London Academy Islington (co-sponsored with The City University). The Education Board can appoint up to 4 governors to the governing body of the City of London Academy Islington, and up to 5 governors to the governing body of the City Academy Hackney. It should be noted that the co-sponsored academies are, unlike the Trust, single academy trusts with different constitutions and the governors are also company directors and trustees.
12. The appointment process **at Appendix 3** that your committee is being asked to endorse today only applies to governor appointments to the Trust's LGBs. It is proposed that a revised policy and procedure for the appointment by the City of company directors and members to the Trust and the City's co-sponsored academies will be presented in the new year.
13. Governors of the Boards of Governors of the City Corporation's three independent schools are made by the Court of Common Council not the Education Board in accordance with the City Corporation's usual appointment procedures.
14. The Education Unit will provide an update on governor membership as a standing item at Education Board meetings. Updates will either be for information or for decision if any new governors are being appointed.
15. The Education Unit will also be exploring an annual governor conference. The conference will be for new and existing governors of all City schools. The conference will be in addition to governor training, and will cover what it means to be a governor at a City school. An update on the conference will be provided at your next meeting.

### **Conclusion**

16. The Trust has approved governance documentation to support the operation of Trust which is presented to your committee, including to endorse the appointment process for governor appointments to the Trust's LGBs (**at Appendix 3**). The report also clarifies the role of the City as Sponsor in the appointment of the Trust's LGB governors and provides a list of all current governors for the City Schools.

## **Appendices**

- Appendix 1 –LGB governance model for all new schools which join the Trust.
- Appendix 2 – Trust schools governance structure
- Appendix 3 – Process for appointing new governors to LGBs.
- Appendix 4 – Terms of Reference for LGBs
- Appendix 5 – Governor membership for City schools

## **Background Papers**

- i. Education Board paper and minutes: City of London Academies Trust Local Governing Body governance structures, and appointing governors (10 November 2016)
- ii. Education Board paper and minutes: Proposed model governance structure for local governing bodies of City of London Academies Trust (15 September 2016).
- iii. Education Board paper and minutes: Proposed model governance structure for local governing bodies of City of London Academies Trust (12 May 2016).

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LGB governance model for City of London Academies Trust academies

- 2 elected parent governors
- 1 Headteacher/Principal
- 1 teacher governor
- 1 non-teaching staff governor
- Up to 7 further governors nominated by the LGB or the City of London Corporation and approved by the CoLAT Board, to include the Chair (whose appointment is approved by the City of London Corporation as Sponsor) and Vice Chair.

## City of London Schools Governance Structure

Chair of Gvs Approval
Terms of Reference
Headteacher/Principal

Chair (Approved by Sponsor) and Vice Chair
LGB/CoL Appt governors
Co-opted governors
Parent governors
Teaching governors
Non- Teaching governors
Community governors
Local Authority governors
Other
Total

## Secondary

CoLA Southwark*	CoLAT	Y	1
CoLA Shoreditch Park	CoLAT	Y	1
CoLA Highgate Hill	CoLAT	Y	1
CoLA Downs Park	CoLAT	Y	1

2	6**	0	2	2	0				19
2	5	0	2	1	1				12
2	5	0	2	1	1				12
2	5	0	2	1	1				12

## Primary

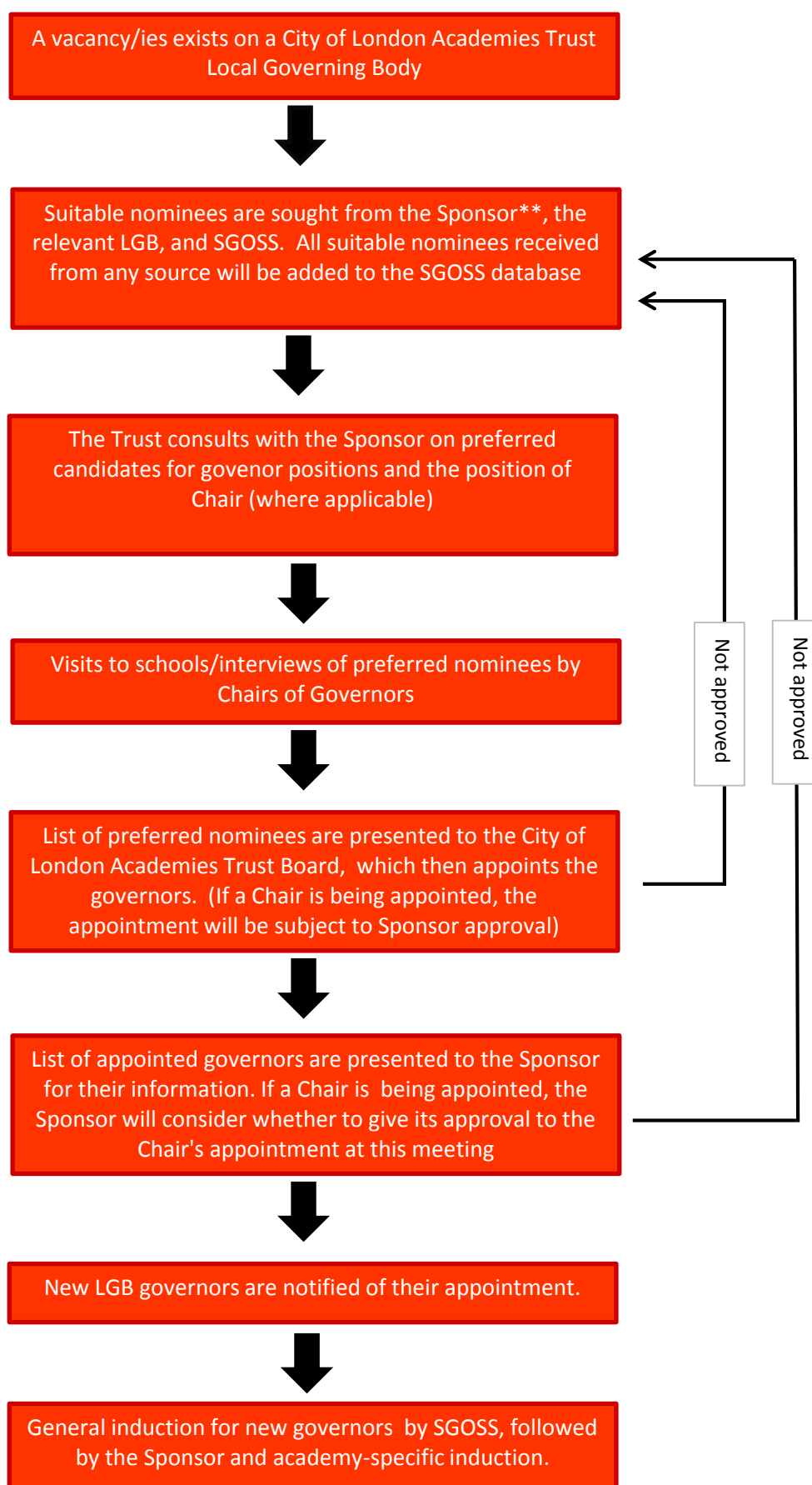
Redriff CoLPA*	CoLAT	Y	1
Galleywall CoLPA	CoLAT	Y	1
CoLPA Islington	CoLAT	Y	1

1	5	3	3	1	1				15
2	5	0	2	1	1				12
2	5	0	2	1	1				12

\*These schools have legacy boards. The preferred structure is 12 governors.

\*\*Reflects the historical arrangements: Currently, the 8 Governors appointed by the CoLAT Board to the LGB are required to be nominated from Sponsor Directors/Trustees appointed to the CoLAT Board. There are no longer 8 Sponsor Directors/Trustees on that Board and the arrangements for the Southwark LGB are to be reviewed by the CoLAT Board.

## Process for appointing governors\* to LGBs of Trust schools



\*Who are not parent or staff governors

\*\*Currently the Sponsor acts by its Education Board

**City of London Academies Trust****Local Governing Bodies****Terms of Reference 2016-17****Preamble**

The City of London Academies Trust (the Trust), has agreed to establish a local governing body for each school within the Trust, which will oversee the performance of individual schools against the key performance indicators set by the Trust Board as well as establish its own identity, and strengths and weaknesses, and how best to address them.

The Local Governing Bodies (LGBs) have responsibility for the functioning of their schools, within the overall strategic direction and framework of delegation set by the Trust.

**Responsibilities:**

- A commitment to providing outstanding education that enriches and inspires students, enabling them to reach their full academic and personal potential.
- To work within the scheme of delegation established on an annual basis, and to review effectiveness each year.
- Recommend an LGB budget plan for the financial year, and monitor the budget at least termly.
- Set targets/objectives for academy and executive principals/headteachers with the CEO of the Trust, and monitor these targets.
- Recommend the appointment of principals/headteachers and approve vice principal/deputy headteacher appointments.
- Propose staff, HR, pay, performance and disciplinary policies.
- Approve the school development plan and review progress against the development plan.
- Establish and implement a curriculum policy.
- Propose targets for student achievement and monitor targets.
- Approve pupil behaviour policies and monitor implementation of these policies.
- Propose academy admissions policy.
- Approve academy safeguarding/Prevent policies.
- Approve academy premises related policies.
- Approve and implement health and safety policies.
- Any other responsibilities as listed in the scheme of delegation (attached).
- Propose expansion opportunities for the Trust.

**Membership:**

LGB membership will be structured as follows:

- 2 elected parent governors
- 1 Headteacher/Principal
- 1 teacher governor
- 1 non-teaching staff governor
- Up to 7 further governors nominated by the LGB or the City of London Corporation and approved by the CoLAT Board, to include the Chair (whose appointment is approved by the City of London Corporation as Sponsor) and the Vice Chair



LGB governors are appointed by the City of London Academies Trust Trustees, in consultation with the City of London Corporation as Sponsor. The Chair of the LGB is appointed by the Trustees, with the approval of the Sponsor. The Trustees also have the power to intervene and request a governor to stand down, or in extreme cases, remove a governor if necessary.

### **LGB advisory groups**

Each LGB will set up advisory groups, depending on the needs of the individual schools. Groups will provide advice to the LGB on areas such as finance, accountability, staffing and curriculum. LGBs will make final decisions on any matters advised on by the groups.

### **Quorum**

A minimum of 5 governors in attendance, with the majority being governors who are not parent or staff governors, constitutes a quorum.

If the number of Governors assembled for a meeting of the Local Governing Body does not constitute a quorum, the meeting shall not be held. If in the course of a meeting of the Local Governing Body the number of Governors present ceases to constitute a quorum, the meeting shall be terminated forthwith.

### **Chair and Vice-Chair**

The Chair is appointed by the Trust Board, but requires approval from the City Corporation as Sponsor.

### **Meetings**

The Local Governing Body shall meet at least once in every term, and shall hold such other meetings as may be necessary. All meetings shall be convened by the Clerk to the Local Governing Body, who shall send to the Governors written notice of the meeting and a copy of the agenda at least seven clear days in advance of the meeting.

### **Clerking**

The LGBs have responsibility for appointing their own clerks.

### Current Local Governing Body membership of City Schools

#### City of London Academies Trust academies:

##### City of London Academy Southwark Governing Body

Name	Appointed as	Group, Company or Skill Set
Andrew McMurtrie	Chairman	Common Councillor
Antony Smyth	Vice-Chairman	Partner at Ernst and Young
Simon Atkinson	Sponsor Governor	Assistant Chief Executive at Ipsos MORI
William Fraser	Sponsor Governor	
Jenny Rodericks	Sponsor Governor	
Gillian Walsh	Sponsor Governor	
Keith Bottomley	Sponsor Governor	
Elaine Davis	Parent Governors	
Bolatito Bello	Parent Governor	
Sasha Fraser	Teaching Staff	
Stephen Burgess	Non-Teaching staff	
Richard Bannister	Principal	Principal
Mickey Kelly	Co-opted Governor	Executive principal
Margaret Bruce	Clerk and Finance Director	

##### City of London Primary Academy Redriff Governing Body

Name	Appointed as	Group, Company or Skill Set
Mickey Kelly	Executive head teacher	Head teacher
Sheila Cohring	Associate Headteacher	Associate Head teacher
Lucas Green	Co-opted	Chair of Local Governing Body, governance
Lorraine Baker	Co-opted	Joint Vice-Chair LGB
Stephanie Cryan	Co-opted	Finance and resources
Robert Juritz	Co-opted	Breadth and Balance Chair
Eddie Langdown	Co-opted	Safeguarding governor
Hilda Cheong	Parent	Finance and resources
Susie Clements	Parent	Joint Vice-Chair LGB
Berni Giantsos	Parent	Breadth and Balance, aspiration
Bethan Buck	Co-opted	Breadth and balance
Jeremy Simons	Sponsor Governor	Chair of finances and resources
Ada Fekete	Co-opted	
Richard Bannister	Associate Principal	
Staff vacancy		

##### City of London Primary Academy Galleywall Governing Body

Name	Appointed as	Group, Company or Skill Set
Lucas Green	Chair	Governance, Head of Development at Thames TV
Andrew McMurtrie	Common Council	Common Council
Antony Smyth		Partner at Ernst and Young
Richard Bannister		Head teacher

Mickey Kelly	Executive head teacher	Executive head teacher
Victoria Mills		Governance, community and education
Catherine Dale		Programme manager at Guy's and Thomas' NHS Foundation Trust
Harvey McEnroe		Senior leader at NHS in South London
Clare Muid		Education
Sheila Cohring	Head teacher	Head teacher

City of London Academy Shoreditch Park Interim Governing Body (opening in September 2017)

Name	Appointed as	Group, Company or Skill Set
Mark Emmerson	Sponsor Governor	CoLAT (Vice Chair)
Mark Malcolm	Sponsor Governor	Head teacher
Barbara Hamilton	Sponsor Governor	Apprenticeships/Adult Ed
Ukpong	Sponsor Governor	JP Morgan
Ryan Shorthouse	Sponsor Governor	Brightblue
Shiela Scales	Sponsor Governor	Community
Rita Krishna	Sponsor Governor	Community
Sue Roberts	Sponsor Governor	Hackney learning Trust
Holly Arles	Principal	Principal Designate
<b>To be appointed</b>		
Chair		
Teaching staff		
Non-teaching staff		
Parent		
Parent		

City of London Academy Highgate Hill Interim Governing Body (opening in September 2017)

Name	Appointed as	Group, Company or Skill Set
Pamela David	Co-opted Governor	Chairman & SEND
Nicole Haynes	Head Teacher	Head Teacher
Peter Bremner	Staff Governor	Staff Governor
Judith Oscar	Parent Governor	
Norma Dews	LA Governor	Local Government & Community Engagement
Valerie Bossmann-Quarshie	Foundation Governor	
Claudette Igiehon	Foundation Governor	
Kristin Baumgartner	Foundation Governor	
Gerald Mehrkens	Sponsor Governor	HR, Recruitment
Mark Emmerson	Sponsor Governor	Education & Governance
Joshua Burton	Sponsor Governor	Policy
<b>To be appointed</b>		
Parent Governor		

City of London Primary Academy Islington Interim Governing Body (opening in September 2017)

<b>Name</b>	<b>Appointed as</b>	<b>Group, Company or Skill Set</b>
Ann Holmes	Sponsor Governor	Chairman & SEND
Nick Bensted Smith	Sponsor Governor	Vice Chairman & Finance
Ena Harrop	Member appointment	Education Leadership & Teaching & Learning
Mary Robey	Member Appointment	Recruitment & Safeguarding
Norma Dews	LA Governors	Local Government & Community Engagement
Gerald Mehrtens		Programme Management
Joyce Nash	Sponsor Governor	Education & Governance
Andrew Boyes	Co-opted appointment	Education Leadership & Community engagement
Kim Clapham	Staff Governor/ Headteacher	Teaching and Learning & Leadership and management
Frazer Swift		Education & Education Partnerships
<b>To be appointed</b>		
Staff Governor		
Parent Governor		
Parent Governor		

## City of London Co-Sponsored academies

### City of London Academy Islington Governing Body

Name	Appointed as	Group, Company or Skill Set
Henry Colthurst	Chair	Common Councillor
Eamon Martin	Deputy Chair	City University
John Betteridge	CoL Sponsor governor	Dean Royal Society of Medicine
Lady Helen Curran	City University Sponsor governor	Chair, Curriculum and Community Committee City University
Judge Nicholas Richard Maybury Hilliard QC	CoL Sponsor governor	Judge
Marion O'Hara	City University Sponsor governor	
Dr Arti Agrawal	Co-opted	
Past Master Michael Laurie	Co-opted	
Richard Verrall	Co-opted	
Pauline Ewin	Community Governor	
Councillor Joe Caluori	Local Authority	London Borough of Islington
Clare Verga	Principal	
Angela Davies	Staff governor	
Ruth Johal	Staff governor	
Maria Larrain	Parent governor	
Amy Hulley	Parent governor	

### The City Academy Hackney

Name	Appointed as	Group, Company or Skill Set
Virginia Rounding	Chair	
Dawn Elliot	Vice Chair	
Anntoinette Bramble	Local Authority	
Amanda Brown	KPMG sponsor governor	
Nigel Challis	CoL Sponsor governor	
Sophie Conway	Parent	
Lola Malaolu	Parent	
Stephen Webster	Parent	
Katie Dowbiggin	CoL Sponsor governor	
Rita Krishna	Community	
Catherine McGuinness	CoL Sponsor Governor	
Shamus Rae	KPMG sponsor governor	
Sheila Scales	KPMG sponsor governor	
Mhairi Stewart	Staff	
Emily Vicary	Staff	
Anant Suchak	KPMG sponsor governor	

## City of London Independent Schools

### City of London School

Name	Appointed as	Group, Company or Skill Set
Ian Seaton	Chair	
Giles Shilson	Common Councillor	
Keith Bottomley	Common Councillor	
W.H. Dove OBE JP	Common Councillor	
Deputy Roger Chadwick	Common Councillor	
Rev Stephen Haines	Common Councillor	
M Fredericks	Common Councillor	
Clare James	Common Councillor	
Deputy James Thompson	Common Councillor	
Alderman Vincent Keaveney	Common Councillor	
Deputy Joyce Nash OBE	Common Councillor	
Edward Lord JP	Common Councillor	
Sylvia Moys ex officio	Common Councillor	
Ronel Lehmann	Co-opted	
Lorde Levene of Portsoken KBE	Co-opted	
Christopher Martin	Co-opted	
Dame Mary Richardson DBE	Co-opted	
Professor Michael Whitehouse	Co-opted	

### City of London School for Girls

Name	Appointed as	Group, Company or Skill Set
Clare James	Chairman	
Nicholas Michael Bensted-Smith JP	Deputy Chairman	
Professor Anna Sapir Abulafia	External member	
Randall Keith Anderson	Common Councillor	
Professor D J Betteridge	External member	
Deputy Roger Arthur Holden Chadwick	Ex officio Member	
Nigel Kenneth Challis	Common Councillor	
Dennis Cotgrove	Common Councillor	
Emma Edhem	Common Councillor	
Dr Stephanie Ellington	External Member	
John Garbut	Alderman	
Christopher Hayward	Common Councillor	
Tom Hoffman	Common Councillor	
Ann Holmes	Common Councillor	
Sylvia Doreen Moys	Common Councillor	
Elizabeth Phillips	External Member	

Sheriff William Russell	Alderman	
Ian Seaton	Ex officio member	
Richard Sermon	External member	
Sir Michael Snyder	Common Councillor	

City of London Freemen's School

Name	Appointed as	Group, Company or Skill Set
Roger Chadwick	Chair	
Stuart Fraser CBE	Deputy Chair	
Deputy John Bennett	Common Councillor	
Nicholas Goddard	Co-opted	
Timothy Hailes	Alderman	
Brian Harris	Common Councillor	
Michael Hudson	Common Councillor	
Vivienne Littlechild	Common Councillor	
Andrew McMillan	Co-opted	
Hugh Morris	Common Councillor	
Graham Packham	Common Councillor	
Matthew Richardson	Alderman	
Elizabeth Rogula	Common Councillor	
Ian Seaton	Ex-officio	
Clare James	Ex-officio	
Councillor Chris Townsend	Co-opted	
Philip Woodhouse	Common Councillor	
Gillian Yarro	Co-opted	

## Local Authority Maintained School

Sir John Cass's Foundation Primary School

Name	Appointed as	Group, Company or Skill Set
Rev Laura Jorgensen	Chair	
Anna Godas	Parent	
John Fletcher	Local Authority	
Henry Jones	Local Authority	
Edward Keene	Foundation Governor	
David Hogben	Foundation Governor	
Tony Mullee	Foundation Governor	
Dominic Alexander	Foundation Governor	
David Williams	Sir John Cass's Foundation Governor	
Jo Welsh	Staff Governor	
Hasina Khan	Staff Governor	
Calvin Henry	LDBS Governor	
Tim Wilson	Head teacher	
Andy Wright	LDBS Governor	
Matthew Piper	St Botolph's PCC Governor	