



## Education Board

**Date:** THURSDAY, 11 SEPTEMBER 2014

**Time:** 4.00 pm

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

**Members:** Deputy Catherine McGuinness (Chairman)  
Henry Colthurst (Deputy Chairman)  
Deputy John Bennett (Chief Commoner)  
Roy Blackwell  
Nigel Challis  
Jude Chin  
Revd Dr Martin Dudley  
Alderman Peter Estlin  
Alderman Jeffrey Evans  
Stuart Fraser  
Virginia Rounding  
Alderman William Russell  
Ian Seaton  
David Taylor  
Philip Woodhouse

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**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **PUBLIC MINUTES**  
To agree the public minutes and summary of the meeting held on 24 June 2014.  

**For Decision**  
(Pages 1 - 10)

  - a) Outstanding Actions Sheet (Pages 11 - 14)  
To consider the outstanding actions since the last meeting of the Board.
4. **EDUCATION STRATEGY DEVELOPMENT PLAN**  
Report of the Director of Community and Children's Services.  

**For Information**  
(Pages 15 - 26)
5. **UN-VALIDATED EXAMINATION RESULTS 2014**  
Report of the Director of Community and Children's Services.  

**For Information**  
(Pages 27 - 34)
6. **CAREERS FAIR AND WORK-RELATED-LEARNING SUPPORT FOR LONDON'S YOUNG PEOPLE**  
Report of the Director of Economic Development.  

**For Information**  
(Pages 35 - 42)
7. **APPOINTMENT OF GOVERNORS**  
Report of the Director of Community and Children's Services.  

**For Decision**  
(Pages 43 - 54)
8. **GOVERNOR VACANCY AT THE CITY OF LONDON ACADEMY, ISLINGTON**  
Report of the Director of Community and Children's Services.  

**For Decision**  
(Pages 55 - 64)

9. **NOMINATIONS WORKING GROUP**  
Report of the Director of Community and Children's Services.

**For Decision**  
(Pages 65 - 66)

10. **CITY OF LONDON SCHOLARSHIP TO COMMEMORATE THE IRISH STATE VISIT 2014**  
Report of the Town Clerk.

**For Information**  
(Pages 67 - 68)

11. **DECISIONS TAKEN UNDER URGENCY AND/OR DELEGATED AUTHORITY PROCEDURES**  
Report of the Town Clerk.

**For Information**  
(Pages 69 - 70)

12. **FUTURE MEETING DATES**  
To note the following dates of the Education Board meetings in 2014 and 2015:-

<b>2014 (at 4.00pm)</b>	<b>2015 (at 4.00pm)</b>
16 October	15 January
4 December	5 March
	23 April
	21 May
	25 June
	23 July
	10 September
	15 October
	3 December

**For Information**

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

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

15. **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**

16. **EDUCATION BOARD FINANCE REPORT**

Joint report of the Town Clerk and Director of Community and Children's Services.

**For Information**  
(Pages 71 - 76)

17. **EMPLOYER FACING EMPLOYABILITY PROGRAMMES**

Joint report of the Director of Economic Development and Director of Community & Children's Services.

**For Information**  
(Pages 77 - 84)

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

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

## EDUCATION BOARD

Tuesday, 24 June 2014

**Minutes of the meeting of the Education Board held at the Guildhall EC2 at 1.45 pm**

### **Present**

#### **Members:**

Deputy John Bennett (Chief Commoner)	Stuart Fraser
Henry Colthurst	Deputy Catherine McGuinness
Revd Dr Martin Dudley	Virginia Rounding
Alderman Peter Estlin	Alderman William Russell
Alderman Jeffrey Evans	Ian Seaton

#### **In Attendance:**

Roy Blackwell, United Westminster Schools Trust  
Jude Chin, City of London Academy Governor  
David Taylor, Livery Schools Link

#### **Officers:**

Peter Lisley	Town Clerk's Department
Alistair MacLellan	Town Clerk's Department
Georgina Denis	Town Clerk's Department
Ade Adetosoye	Community & Children's Services
Angela Murphy	Community & Children's Services
Joshua Burton	Community & Children's Services
David Pack	Economic Development Office

#### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr Philip Woodhouse.

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

Members of the Education Board made the following declarations under the code of conduct in respect items on the agenda:

##### Deputy John Bennett

Board of Governors City of London Freeman's School  
Board of Governors of the Guildhall School of Music and Drama

##### Henry Colthurst

The Worshipful Company of Grocers

Revd Dr Martin Dudley  
Board of Governors City of London School for Girls

Alderman Peter Estlin  
Treasurer, Bridewell Royal Hospital - King Edward's School, Witley

Alderman Jeffrey Evans  
Board of Governors City of London Academy – Islington

Stuart Fraser  
Board of Governors City of London Freeman’s School  
Board of Governors City of London School for Girls  
Board of Governors City of London School

Deputy Catherine McGuinness  
Board of Governors City of London Academy – Hackney  
Castle Baynard Educational Foundation & Alderman Samuel Wilson Fund  
United Westminster Schools Foundation  
Board of Governors Christ's Hospital

Virginia Rounding  
Board of Governors City of London School for Girls  
Board of Governors City of London Academy – Hackney

Alderman William Russell  
Board of Governors City of London School for Girls  
Board of Governors of the Guildhall School of Music and Drama  
Board of Governors Knightsbridge Schools International

Ian Seaton  
Board of Governors City of London School  
Board of Governors Bridewell Royal Hospital  
Board of Governors Christ's Hospital

3. **TERMS OF REFERENCE**

The Education Board received a report of the Town Clerk outlining its terms of reference.

**RESOLVED** – That, the Education Board note its terms of reference.

4. **APPOINTMENT OF EDUCATION BOARD EXTERNAL REPRESENTATIVES**

The Education Board received a report of the Town Clerk regarding the appointment of external representatives to the Education Board. Amended recommendations were tabled at the meeting.

The Board reviewed the expressions of interest statements, experience and skill set of three external candidates. As all three candidates were previous members of the Education Strategy Working Party, after extensive debate Board Members agreed all three candidates should be appointed on a short

term basis to provide a level of consistency at the early stages of the Education Boards implementation of the strategy.

With regards to the skill set of the Education Board, Members discussed the requirement of an Education Board skills audit. Members agreed that an investigation of the Boards skill set was required to assess adequately what extra skills should be provided by external representatives going forward, and that a proper analysis take place before December when the temporary appointments would cease.

**RESOLVED** – That,

- David Taylor, Roy Blackwell and David Chin be appointed to the Education Board as External Representatives for terms of 6 months.
- An Education Board skills audit be conducted to inform the appointment of future external representatives.

**5. ELECTION OF CHAIRMAN**

The Board proceeded to elect a Chairman in accordance with Standing Order No. 29.

The Town Clerk read a list of those Governors eligible to stand and Deputy Catherine McGuinness, being the only Member expressing willingness to serve as Chairman, was duly elected.

**RESOLVED** - That Deputy Catherine McGuinness be duly elected as Chairman for the ensuing year.

**6. ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. A list of Members eligible to stand was read, and Dr Martin Dudley and Mr Henry Colthurst declared their willingness to serve, if elected.

A ballot having been taken, votes were cast as follows:-

Dr Martin Dudley	6 votes
Mr Henry Colthurst	6 votes

As both Members received an equal number of votes under Standing Order 29(c) the Chairman, with the consent of the candidates and the Board, took the decision by lot. Mr Henry Colthurst was picked from the two candidates and therefore duly elected Deputy Chairman.

**RESOLVED** - That Mr Henry Colthurst be duly elected as Deputy Chairman for the ensuing year.

7. **BACKGROUND TO THE EDUCATION STRATEGY AND EDUCATION BOARD**

The Education Board received a report of the Town Clerk which provided Members with background information on the City of London Corporation Education Strategy and how it is to be implemented by the Education Board.

The Board were asked to note the details of the Strategy and to note that as Members of the Board their role would involve working on all 5 strands of the Strategy, which included;

- promoting and supporting excellent education and access to higher education;
- striving for excellence in the City schools;
- inspiring children through an enriched education and outreach opportunities;
- promoting an effective transition from education to employment;
- exploring opportunities to expand the City's education portfolio and influence in education throughout London.

**RESOLVED** – That, the Board note the contents of the report.

8. **GOVERNOR APPOINTMENTS TO CITY ACADEMY HACKNEY, CITY OF LONDON ACADEMY SOUTHWARK AND PRIOR WESTON PRIMARY SCHOOL**

The Board received a report of the Town Clerk regarding Governor appointments to The City Academy, Hackney, City of London Academy Southwark and Prior Weston Primary School.

The report provided the supporting statements of two external candidates for governor vacancies at the City of London Academy Southwark, as well as details regarding the appointment of Nigel Challis CC to The City Academy, Hackney.

The Board were asked to delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to find and recommend a candidate for the vacancy of an external governor to The City Academy, Hackney. The Board were also asked to delegate authority to find and recommend a candidate for the Member vacancy to the Board of Governors for Prior Weston Primary School. The recommendations would go to the Court of Common Council for appointment in September.

Members were informed by the Policy Officer that the supporting statement from Lucas Green for the appointment to the City of London Academy Southwark had been withdrawn. The Board were therefore asked to endorse only Simon Atkinson's candidacy to the Court of Common Council.



**RESOLVED** – That the Board:

- Endorse the proposed arrangement whereby the five City of London Corporation Governors at The City Academy, Hackney be composed of at least one member of the Court of Common Council, and any four additional members.
- Recommend that the Court of Common Council approve the appointment of Nigel Challis CC as a Governor at The City Academy, Hackney.
- Grant delegated authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to submit a candidate for the fifth governor vacancy at The City Academy, Hackney to the Court of Common Council.
- Recommend that the Court of Common Council appoint Simon Atkinson as a Governor of the City of London Academy Southwark.
- Grant delegated authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to submit a candidate for the governor vacancy at Prior Weston Primary School to the Court of Common Council for appointment.

**9. EDUCATION STRATEGY UPDATE AND CITY OF LONDON EDUCATION INITIATIVE FUND PROPOSALS**

The Board received a report of the Director of Community and Children's Services for decision. The report provided the Board with an update on the progress made in implementing the Education Strategy.

The Education Strategy Advisor introduced the work of the Education Unit and the establishment of the Headteachers' Forum and Chairs of Governors' Forum. The Education Strategy Advisor asked the Board to note that paragraph 8 should be amended to read that, "accountability to the Education Board therefore exists through the Chairs of Governors' Forum". The Board asked whether Headteachers/Chairs of all schools in the City family would be invited to attend the Forums. The Education Strategy Advisor noted that in the first instance only academies were invited but it was hoped that representatives of all schools would take part in future Forums.

Following the update Members discussed issues regarding safeguarding training arrangements for school Governors. The Education Strategy Advisor assured the Board that it was a priority area for the Education Unit and plans were in place to conduct a Governors audit which would inform Officers of which Governors have up to date training and from which provider. It was suggested that an online training course should be offered to all Governors to ensure they are able to take the training at a convenient time.

A Board Member suggested that Christ's Hospital Board of Governors should be consulted with regards to their safeguarding and pastoral care arrangements as much could be learned from their input. A Board Member also suggested that one Governor per Board should receive more detailed child protection training and be appointed as the safeguarding representative

for the Board. A Member also detailed the importance of all schools providing written confirmation that they had read the new safeguarding regulations.

Following the discussion on safeguarding the Chairman briefed the Board on the funding arrangements proposed in the report. The Board were informed that each City Academy was allocated a grant of £150,000 and Redriff Primary School a grant of £50,000. The Education Strategy Advisor explained that the report included individual proposals from Redriff Primary School, City of London Academy Southwark, City of London Academy Islington, and The City Academy Hackney, each provided detailed plans for how they would use the money granted by the Education Board. The Education Strategy Advisor noted that where schools had submitted funding proposals that were in excess of the allocated grant, the school would be responsible for altering the proposal to reflect the correct grant. The Education Strategy Advisor informed the Board that she highly recommended all of the proposals for funding.

A number of Board Members asked whether schools would receive an annual grant, as some proposals mentioned the need for recurring expenditure. The Education Strategy Advisor noted schools were informed that the grants were additional money and not an indication regarding how much funding they can expect in future years. The Chairman noted that schools should be given guarantees regarding how much funding they can expect in future years. The Director of Communities and Children's Services informed the Board that it was in the gift of the Board to grant recurring funding. The Education Strategy Advisor also asked the Board to note that there was also funding commitments for other Education Strategy themes to address.

The Assistant Town Clerk suggested that the Board consider the future process for assessing proposals and the options available, such as committing to giving £150,000 each year, or phasing the funding in order to align it with other Strategy streams. The Board also discussed whether grant applications should be received by the Education Board throughout the year, or if it would be best to have two grant giving meetings per year.

**RESOLVED – That,**

- The Board note the contents of the report.
- The Board grant £50,000 to Redriff Primary School to enhance the school playground as detailed in their proposal.
- The Board grant the City of London Academy Southwark £150,000 for raising the standard of Teaching and Learning and Attainment in Maths, as detailed in their proposal.
- The Board grant the City of London Academy Islington £150,000 for the 5 activities detailed in their proposal, namely:
  - developing ICT across the school through the purchase of tablets, lap tops and storage trolleys;
  - accessing an external Pastoral Care programme;
  - developing music provision and providing instruments for an orchestra;
  - providing alternative provision for those unable to access the full curriculum; and

- developing ICT in Science.
- The Board grant The City Academy, Hackney £150,000 for the 4 activities detailed in their proposal, namely:
  - Saturday and holiday provision;
  - lap tops for 6<sup>th</sup> form students beginning in September;
  - enhancing music technology; and
  - overseas trips to raise the standards in Modern Foreign Languages and increase the outcomes in EBACC.

#### 10. **OUTREACH FORUM PROPOSALS**

The Chairman welcomed Mr Fraser Swift, Head of Learning at Museum of London to the meeting. Mr Swift introduced the report of the Town Clerk regarding Outreach Forum proposals. The Board heard the Outreach Forum had been meeting since autumn 2013, the meetings were positive and productive and involved collaboration across a number of sectors. Mr Swift informed the Board that the Forum had focused on assessing the collective strength of all parties involved, to find methods by which they could work together to benefit schools across London.

The four proposed initiatives of the Outreach Forum were:

- A three year school visits fund to provide schools with grants of up to £300 to help them visit the City; a fund which would involve a simple and quick application process.
- A teacher training programme with the working title 'Hard Education' to help teachers tackle difficult subjects such as homophobia, racism and gang culture.
- The creation of a new website to mark the 350th anniversary of the Great Fire of London (to be launched September 2016).
- A Headteachers event to promote the other three initiatives.

Mr Swift explained that the Forum was requesting from the Board support and financial assistance in implementing the initiatives. The Chairman explained that the Outreach Forum and its initiatives were appropriate to be funded by the Education Board and expressed her support; other Members of the Board also expressed their support for the proposals. The Chairman informed Mr Swift that the Education Board was not capable of contributing to the initiatives immediately, but would support an application to the Policy Initiative Fund for funding the proposals.

**RESOLVED** – That, the Education Board

- note the contents of the report,
- endorse the proposals for the development of coordinated programmes as outlined in the proposal section of the report,
- endorse the Forum's request for funding from the Policy Initiatives Fund, and
- review the Education Boards financial assistance of the Outreach Forum initiatives once resources are made available.

11. **CITY UNIVERSITY MATHS PROJECT - RELEASE OF TWO YEAR FUNDING**

The Education Board received for information a report of the Town Clerk regarding the City University Maths Project. The Board reviewed an annual evaluation report of the projects progress with the City of London Academy Islington. The report was for the approval of year 2 funding. Chairman informed the Board that the Finance Committee had approved the release of the year 2 funding and the responsibility for funding Year 3 of the Project had passed to the Education Board.

A Member queried why the evaluation report did not mention whether or not the pupils grades in mathematics had improved. The Education Strategy Advisor informed the Board that the pupil's test results had been sent by the City of London Academy Islington and future evaluation reports would include test scores as part of the outcomes of the project.

**RESOLVED** – That the Education Board note the contents of the City University Maths Project report.

12. **FUTURE MEETINGS**

The Members discussed the frequency of which Education Board meetings should take place. The Chairman informed the Board that the Education Board Court report suggested the Board meet six times per year. The Chairman also advised that a meeting in July would not be possible for the present year.

A Member suggested that the Board met more frequently than 6 times per year in the first year, as there would be an increased amount of work involved to establish the Education Board. The rest of the Education Board agreed and it was decided that possible meeting dates would be investigated; a proposed meeting schedule would then be circulated to Members by email.

**RESOLVED** – That the Town Clerks Department would circulate a proposed 2014/15 Education Board meeting schedule.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions relating to the work of the Board.

14. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

There was no urgent business.

15. **NON PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**

There were no non-public questions.

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

There was no non-public urgent business.

**The meeting closed at 3.07 pm**

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Chairman

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## Education Board – Outstanding Actions

Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1.	24 June 2014	<p><b>Education Board Skills Audit</b></p> <p>A skills audit of the Education Board would be carried out which was required to assess adequately what extra skills should be provided by external representatives going forward, and to ensure that a proper analysis takes place.</p>	Education Policy Officer	December 2014	The Nominations Working Group paper tabled at the 11 September meeting of the Education Board recommends that establishment of a working group to oversee the skills audit.
2.	24 June 2014	<p><b>Appointment of Governors to fill Academy Vacancies</b></p> <ul style="list-style-type: none"> <li>• Recommend that the Court of Common Council approve the appointment of Nigel Challis CC as a Governor at The City Academy, Hackney.</li> <li>• Delegated authority be given to the Town Clerk in consultation with the Chairman and Deputy Chairman to submit a candidate for the fifth governor vacancy at The City Academy, Hackney to the Court of Common Council.</li> <li>• Recommend that the Court of Common Council appoint Simon Atkinson as a Governor of the City of London Academy Southwark.</li> </ul>	Town Clerk	September 2014	<p>Education Board recommendation submitted to Court of Common Council on 11 September 2014.</p> <p>Application process for fifth City Academy Hackney Governor ongoing.</p> <p>Education Board recommendation submitted to Court of Common Council on 11 September 2014.</p>

Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
		<ul style="list-style-type: none"> <li>Delegated authority be given to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to submit a candidate for the governor vacancy at Prior Weston Primary School to the Court of Common Council for appointment.</li> </ul>			Delegated authority exercised by Town Clerk and Jeremy Mayhew CC recommended to Court of Common Council on 11 September 2014.
3.	24 June 2014	<b>Skills Audit of City Governors</b> To conduct and audit of governors skills.	Education Strategy Advisor	October 2014	A skills audit of Governors is underway and the Education Board will receive a report on the outcomes in October 2014.
4.	24 June 2014	<b>Provision of Safeguarding Training to City Governors</b> Training course to be provided to all Governors on safeguarding.	Education Strategy Advisor	December 2014	A skills audit of governors is underway and once this has been analysed a training programme will be developed.
5.	24 June 2014	<b>Funding Application to Policy Initiatives Fund</b> An application be made to the Policy Initiatives Fund for the below areas: <ul style="list-style-type: none"> <li>A three year school visits fund to provide schools with grants of up to £300 to help them visit the City; a fund which would involve a simple and quick application process.</li> <li>A teacher training programme with the working title 'Hard Education' to help teachers tackle difficult</li> </ul>	Town Clerk	On-going	Following further evaluation by the Education Unit and the Town Clerk's Department officers recommend that the Outreach Forum provides further detail on its proposals before funding is sought from the Policy Initiatives Fund.



Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
		<p>subjects such as homophobia, racism and gang culture.</p> <ul style="list-style-type: none"> <li>• The creation of a new website to mark the 350th anniversary of the Great Fire of London (to be launched September 2016).</li> <li>• A Headteachers event to promote the other three initiatives.</li> </ul>			

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<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Education Strategy Development Plan	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Information</b>
<b>Summary</b>	
<p>This report outlines the processes that the Education Unit has put in place to monitor the implementation of the Education Strategy and ensure that the Education Board receives regular updates which enable it to efficiently and effectively exercise its oversight responsibilities.</p>	
<p>The Education Strategy Development Plan (Appendix 1) is used by the Education Unit to record and monitor the progress of each recommendation made in the Education Strategy. An Education Strategy Update Report will be a standing item at all Board meetings and will provide Members with information about key developments in the delivery of the Education Strategy. A report on the Education Strategy Development Plan will be submitted annually.</p>	
<b>Recommendation</b>	
<p>Members are asked to read and note the background information contained in this report.</p>	

## Main Report

### **Background**

1. The City of London Corporation Education Strategy 2013–15 established five strategic objectives. Each objective is underpinned by a series of recommendations. Every recommendation identifies a key deliverable that the City is seeking to achieve and details specific actions that will facilitate this.
2. The Education Strategy Development Plan records each deliverable and its associated actions, identifies which strategic objective(s) it meets, and tracks the progress of each deliverable. The Education Strategy Development Plan enables the Education Unit to monitor and report on the implementation of the Education Strategy.

## **Purpose**

3. This report provides Members with an update on key developments in the delivery of the Education Strategy. Each of the five strategic objectives is addressed with examples of recent work and future activities. The Education Board will receive a comprehensive report on the Education Strategy Development Plan annually.

## **Education Strategy Update Report**

### Strategic Objective 1: To promote and support excellent education and access to higher education

4. The Headteachers Forum has been established and is currently developing proposals to share best practice and discuss opportunities for collaboration.
5. The Policy Officer is in post and acting as the link between the City and its family of schools. The Education Unit and Economic Development Office (EDO) are working closely together to ensure that the City schools are aware of, and have access to, the support and opportunities that the City has to offer.
6. A report will be tabled at the April 2015 meeting of the Education Board to outline the current provision of careers advice and support, and identify areas for service improvement.

### Strategic Objective 2: To strive for excellence in the City schools

7. At its inaugural meeting, the Education Board allocated each City academy and Redriff Primary School additional funding to support projects that will add value to the educational offer already provided at the schools.
8. The Education Unit is conducting a skills audit of all City schools, the findings of which will be used to spread best practice and increase collaboration.
9. The Education Strategy Adviser is developing a common monitoring framework which will be used to provide the Education Board with termly reports on standards across the City schools.

Strategic Objective 3: To inspire children through an enriched education and outreach opportunities

10. The Outreach Forum has been established with regular meeting slots and secretariat support. The Forum provided an update report to the Education Board in June and will provide future updates as appropriate.
11. The Outreach Forum is developing plans for: a school visits fund to enable the schools across London to access the City's offer; an initiative to address issues such as homophobia, racism and substance abuse; and a programme and website to mark the 350<sup>th</sup> anniversary of the Great Fire of London.

Strategic Objective 4: To promote an effective transition from education to employment

12. Following a comprehensive review of activity, a post in EDO has been remodelled to take responsibility for co-ordinating all employer-facing employability activity. It is anticipated that the new Business Engagement Manager will be in post by October 2014.
13. The membership of the City's Employability Group has been reviewed and all relevant internal departments are now represented on the group, membership of which will be kept under review by the new Business Engagement Manager.
14. All secondary academies have been provided with a leaflet which shows EDO's offer (plus apprenticeships).

Strategic Objective 5: To explore opportunities to expand the City's education portfolio and influence on education throughout London

15. The Town Clerk's Department will table a report at the October meeting of the Education Board to outline the City's current spending on education activities across all departments.
16. The Chairman of the Education Board is hosting a meeting between Lord Nash, Parliamentary Under Secretary of State for Schools, and senior business leaders to identify ways in which the City can support and encourage senior business leaders to support schools in a non-executive capacity.
17. The Livery Education Working Party (LEWP) has now considered and analysed how Livery Companies are currently engaging with education. The report of the LEWP setting out its findings and outcomes will be tabled at the October Education Board meeting.
18. The Education Board will consider opportunities to expand the City's education portfolio as part of the budget allocation process for the next financial year.

## **Recommendation**

19. Members are asked to read and note the background information contained in this report.

## **Appendix**

- Appendix 1 – Education Strategy Development Plan

## **Background paper**

City of London Corporation Education Strategy 2013–15.

### **Joshua Burton**

Policy Officer

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## Developing the City education portfolio and brand

	Recommendation	Action	Link to strategic objective	Lead department	Status / Deadline	Update
1	<b>Develop a framework for overseeing the City's education offering</b>	Establish an overarching education body with responsibility for providing strategic oversight and monitoring of the education strategy. The body should be distinct from other City committees and have a regular cycle of reporting on the performance of City schools, governance and enrichment opportunities.	2. To strive for excellence in the City schools 5. To explore opportunities to expand the City's role in education	Town Clerk's	Completed	The Court of Common Council approved the establishment of the Education Board on 1st May 2014. The Education Board held its inaugural meeting on 24 June 2014.
2		Create terms of reference that appropriately differentiate the responsibilities of the education body and other City committees such as the Community and Children's Services Committee and the service committees providing the wider educational opportunities.	2. To strive for excellence in the City schools 5. To explore opportunities to expand the City's role in education	Town Clerk's	Completed	Terms of reference have been scrutinised by the relevant committees, the Court of Common Council and were agreed by the Education Board on 24 June 2014.
3		Make funding provision to cover the cost of delivering the strategy and for implementing the governance framework of the City's education portfolio.	2. To strive for excellence in the City schools 5. To explore opportunities to expand the City's role in education	Chamberlain's	March 2014 and October 2014.	The Education Unit has been allocated £650,000 for the financial year 2014/15 and funding has been agreed for the following year. In 2014/15, £150,000 has been allocated to cover the associated costs of the Education Board and Education Unit. On 24 June, the Education Board approved the allocation of an additional £150,000 grants to each secondary Academy and a grant of £50,000 to Redriff Primary.
4		Establish a dialogue with other organisations that manage a diverse schools portfolio, such as the City Livery companies, to share best practice.	2. To strive for excellence in the City schools 5. To explore opportunities to expand the City's role in education	Community and Children's Services	December 2014.	Deputy McGuinness and Ade Adetosoye presented at the annual meeting of the Livery Companies. The Education Strategy Adviser and Policy Officer attended an education event coordinated by Livery Schools Link in June. The Livery Education Working Party (LEWP) has now considered and analysed how Livery Companies are currently engaging with education. The report of the LEWP setting out its findings and outcomes will be tabled at the October Education Board meeting. Additional activity will take place in the autumn.
5		Review the education strategy and its associated actions after 18 months of it being approved.	5. To explore opportunities to expand the City's role in education	Town Clerk's	April 2015.	Begin the review in 2015 and report it to the relevant committees.
6		Review the educational outside bodies to which the City appoints representatives to identify if they are still relevant.	5. To explore opportunities to expand the City's role in education	Town Clerk's	December 2014.	A report will be tabled at the December meeting of the Education Board 2014.
7	<b>Encourage the City schools to work together as a family with a shared ethos and commitment to excellence</b>	Outline the City's aims and priorities for the City schools and communicate these to the schools and stakeholders.	2. To strive for excellence in the City schools	Town Clerk's and Community and Children's Services	Completed	All schools have been made aware of the strategy and are now involved in implementing some of its recommendations. The Headteachers Forum and the Chair of Governors' Forum have been established.
8		Identify the appropriate level of interaction each school has with the City and collaborate on how best to manage the relationship.	1. To promote and support excellent education and access to higher education. 2. To strive for excellence in the City schools	Community and Children's Services	Ongoing	The Education Strategy Adviser has visited the City schools. The Headteachers Forum has met. The Policy Officer has contacted each school, is conducting a skills audit, and will circulate a monthly newsletter to City schools. The level of interaction will be reviewed at regular intervals.
9		Establish a regular forum for the City schools to meet, share best practice and discuss opportunities for collaboration and school to school support.	1. To promote and support excellent education and access to higher education. 2. To strive for excellence in the City schools	Community and Children's Services	Completed	The Headteachers Forum met in May 2014 and is scheduled to meet on 19 September 2014.
10		Have a link officer between the City and the City schools to support the collaborative approach and ensure each school in the City's family has access to the support and opportunities which the City can offer.	1. To promote and support excellent education and access to higher education. 2. To strive for excellence in the City schools	Community and Children's Services	Ongoing	The Education Unit has been established, the Policy Officer is in post, and regular communications are being sent to the schools to outline the City's offer.

11	<b>Review the City's expenditure across its educational portfolio to ensure that it is directed to the City's objectives and fairly distributed</b>	Review, with the City schools, the level of funding needed from the City to sustain the schools, provide an enriched curriculum and achieve the City's objectives.	1. To promote and support excellent education and access to higher education 2. To strive for excellence in the City schools	Chamberlain's	December 2014 and March 2015.	Funding for 2014/15 has been allocated and provision has been made in the 2015/16 budget. TC's will submit a paper to the September Education Board outlining all City funding contributions to education activity. The Education Board will consider the allocation of the 2015/16 budget at its December 2014 and March 2015 meetings.
12		Clarify and review the various sources of funding, including the grant giving bodies, for the City's educational portfolio.	1. To promote and support excellent education and access to higher education	Town Clerks'	October 2014.	TC's will submit a paper to the October Education Board outlining all City funding contributions to education activity.
13		Identify those education bodies, such as Teach First and the School Governors One Stop Shop (SGOSS), funded by the City and task the overarching education body with reviewing these arrangements.	1. To promote and support excellent education and access to higher education. 5. To explore opportunities to expand the City's role in education	Town Clerk's	October 2014.	TC's will submit a paper to the October Education Board outlining all City funding contributions to education activity.
14		Identify appropriate funding arrangements to provide long-term central education support and educational outreach.	1. To promote and support excellent education and access to higher education. 5. To explore opportunities to expand the City's role in education	Chamberlain's	December 2014 and March 2015.	The Education Board will consider the allocation of the 2015/16 budget at its December 2014 and March 2015 meetings.
15		Review the City's scholarship and bursary funding with a view to supporting those families most in need and removing non-means tested scholarships	1. To promote and support excellent education and access to higher education	Chamberlain's	December 2014.	TC's will submit a paper to the October Education Board outlining all City funding contributions to education activity, including scholarship and bursary funding.
16		Establish a mechanism for monitoring the allocation and use of City funding across the City schools.	1. To promote and support excellent education and access to higher education 2. To strive for excellence in the City schools	Chamberlain's	December 2014.	The mechanism has been established for providing funding to the Academies. Proposals were considered and agreed by the Education Board. The Board will need to consider how it allocates funding to the City independent schools going forward.
17	<b>Identify educational best practice across London and beyond to benchmark and improve the City school education offer</b>	Build relationships with key education stakeholders in London, such as the Greater London Authority, London Councils and the Department for Education, to identify areas of educational best practice.	1. To promote and support excellent education and access to higher education 5. To explore opportunities to expand the City's role in education	Town Clerk's and Community and Children's Services	Ongoing	The Policy Officer is in contact with DfE and will continue to develop additional relationships.
18		Create an open dialogue with the Livery companies, businesses and other organisations to better understand how they contribute to the education environment.	1. To promote and support excellent education and access to higher education	Community & Children's Services	Ongoing	The Livery Education Working Party (LEWP) has now considered and analysed how Livery Companies are currently engaging with education. The report of the LEWP setting out its findings and outcomes will be tabled at the October Education Board meeting. In addition, the Education Strategy Adviser and Policy Officer attended a Livery Schools Link event and will continue to engage with them regarding proposals for the autumn and 2015.
19		Host a conference on exploring how the City can contribute to London's education and employment landscape that brings together neighbouring boroughs, school sponsors, Livery companies and education stakeholders.	1. To promote and support excellent education and access to higher education 5. To explore opportunities to expand the City's role in education	Community and Children's Services	Autumn term 2015.	Plans to be developed in 2015.
20	<b>Clarify the relationship between the City of London and the schools associated with it, recognising the historic links that exists between them</b>	As part of a wider review of the City's education funding, review the accountability arrangements and conditions of bursary support provided to the City schools, King Edwards School Witley and Christ's Hospital School and ensure that it is directed towards the City's aims and priorities.	1. To promote and support excellent education and access to higher education	Town Clerk's and Chamberlain's	October 2014 and March 2015.	The Town Clerk's Department is in the process of identifying all areas of the City's spending where support is given for education activities. A report detailing this spending will be tabled at the October meeting of the Education Board. Once all of the funding has been identified accountability arrangements will be considered.
<b>Children living and learning in the Square Mile</b>						



21	Recommendation	Action	Link to strategic objective	Lead department	Deadline	Update
22	<b>Ensure that the City provides sufficient primary school places to meet the demand from City of London families</b>	Review the current demand from City families for state primary schooling and identify the future growth of demand over the next five years.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Annually	Report to the December meeting of the Community and Children's Services Committee and January meeting of the Education Board.
23		Work with the Sir John Cass Foundation and the Sir John Cass Foundation Primary School to increase its capacity and amend its admissions criteria to enable it to take in more City of London children.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Ongoing	Confirm funding arrangements for any school expansion. Confirm the legality of amending admission criteria to include other City parishes. Once agreed by the school, report the revised admissions criteria to the Community and Children's Services Committee.
24	<b>Improve access for City children to outstanding state primary education</b>	Work in partnership with Sir John Cass Foundation Primary School and Prior Weston Primary School to promote high standards, ensure fair access to opportunity for learning, access to extra-curricular activities and promote the fulfilment of learning potential by every child.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Ongoing engagement	Islington have agreed to the City having a representative on the school governing body. The City has also engaged with Prior Weston around volunteering opportunities.
25		Create a stronger link between the City and Prior Weston Primary School through identifying opportunities for financial and/or in-kind contributions.	1. To promote and support excellent education and access to higher education 5. To explore opportunities to expand the City's role in education	Community and Children's Services	Completed.	Islington have agreed to the City having a representative on the school governing body. The City has also engaged with Prior Weston around volunteering opportunities.
26		Liaise with neighbouring boroughs to assess the future capacity of schools to meet the demand of City of London families.	1. To promote and support excellent education and access to higher education 5. To explore opportunities to expand the City's role in education	Community and Children's Services	January 2015.	Report will be tabled at the January meeting of the Education Board outlining the demand for 2015/16.
27	<b>Improve access to outstanding state secondary education</b>	Ensure all City of London parents are aware of the City academies and the places available for children resident in the Square Mile.	2. To promote and support excellent education and access to higher education	Community and Children's Services	Annually	Direct engagement with City parents undertaken in 2014. Open evenings for the City academies will be advertised on the City's website.
28		Work with those primary schools, within and outside of the Square Mile, teaching City of London children to provide an effective transition from primary to secondary education.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Ongoing	Ongoing communication with the schools and engaging strategies from the Department of Community and Children's Services.
29	<b>Reduce the inequality gap between the highest and lowest performing City children</b>	Work with schools to identify those primary school aged children resident in the City of London identified as performing below expectations and work with the schools to ensure appropriate improvement measures are in place.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Annually	Direct engagement with schools following a review of performance data.
30		Review the quality of educational support for City of London children with special educational needs on an annual basis and monitor this against progress.	1. To promote and support excellent education and access to higher education	Community and Children's Services	May 2015.	Performance review with update reports were sent to the relevant committees in April 2014.
31		Identify those children highlighted as being gifted and talented and work with the schools to make sure these children fulfil their potential.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Ongoing	Direct engagement with schools on the G&T provision.
32		Support schools and partners in engaging parents and carers in their children's learning.	1. To promote and support excellent education and access to higher education	Community and Children's Services	Ongoing	Lead from Community and Children's Services.
<b>The City Schools</b>						
33	Recommendation	Action	Link to strategic objective	Lead department	Deadline	Update
34	<b>Create a framework for clearer accountability, challenge and support</b>	Ensure effective arrangements are in place for supporting school and academy leadership and brokering school-to-school support.	2. To strive for excellence in the City schools	Community and Children's Services	December 2014.	The Education Unit is conducting a skills audit of all City Schools which will identify areas of common interest for collaborative work. The Headteachers Forum will consider proposals in September and oversee their implementation, with an update report being tabled at the December Education Board. Having the Policy Officer as a single point of contact will increase inter-school and City engagement.

35		Liaise with the local authority and co-sponsors for each City academy to develop shared and coordinated arrangements for monitoring, challenge and support.	1. To promote and support excellent education and access to higher education 2. To strive for excellence in the City schools	Community and Children's Services	October 2014.	Increased engagement between the City and the academy schools is already happening. The new Education Adviser will be working on a common monitoring framework over the summer and will report to the Education Board at the October meeting.
36		Work in partnership with schools, academies, co-sponsors and relevant local authority representatives to establish a shared view of how to promote school improvement, including arrangements for early identification and action to address any signs of underperformance.	4. To strive for excellence in the City schools	Community and Children's Services	September 2014.	The Education Strategy Adviser will be working on a common framework over the summer and will report to the Education Board at the October meeting.
37		Develop arrangements for federation between schools and academies where this will improve the educational opportunities of children living in the Square Mile and/or those living in the fringe boroughs.	1. To promote and support excellent education and access to higher education 2. To strive for excellence in the City schools 5.To explore opportunities to expand the City's role in education	Community and Children's Services	March 2015.	Learning from the Redriff/COLAS federation, the City will look to identify the criteria that should be applied when an opportunity arises to sponsor or support another/new school.
38	<b>Strengthen the collaboration with academy co-sponsors to ensure that both sponsors play an equal part in the development of the school</b>	Allocate funding to enhance the learning environment of the academy schools in line with that already being allocated by co-sponsors, working with the Headteachers to identify school needs.	2. To strive for excellence in the City schools	Chamberlain's	December 2014 and March 2015.	Members have agreed funding for the 2014/15 academic year and made provision for 2015/16. The Education Board agreed proposals for funding grants to the Academies in June 2014.
39		Establish regular forums for the co-sponsors to discuss issues relating to the academy schools and coordinated funding needs.	2. To strive for excellence in the City schools	Community and Children's Services and Town Clerk's	Ongoing	Forum between TCAH meets regularly. A forum bringing the City of London Corporation and City University should be established.
40	<b>Promote a shared commitment to a robust and challenging governance framework throughout the City schools portfolio</b>	Include representation of the governing bodies of all City schools in the composition of the overarching education body.	1. To promote and support excellent education and access to higher education 2. To strive for excellence in the City schools	Town Clerk's	Completed	Members decided that the Board should remain independent but that the Headteachers and Governors' forums, and ad hoc representations to the Education Board, would give the governing bodies sufficient linkage to the Board.
41		Review the latest guidance on governing bodies from organisations such as, the Department for Education, Ofsted, The National College and the Association of Governing Bodies of Independent Schools (AGBIS), with a view to implementing best practice where appropriate.	2. To strive for excellence in the City schools	Community and Children's Services and Town Clerk's	October 2014.	The Policy Officer will carry this out over the summer as part of the Governance Audit and this work will be incorporated in the Governance Report which will be submitted to the Education Board in October.
42	<b>Improve arrangements for the appointment, support and training of school governors</b>	Establish arrangements for the appointment of governors who have the right mix of skills, expertise and time to commit to the role.	2. To strive for excellence in the City schools	Community and Children's Services and Town Clerk's	September 2014.	An audit of Governors' skills is being carried out over the summer which will identify the skills that each board has, where these can be enhanced by training and where new skills are required through future appointments. Findings will be presented in a Governance Report which will be submitted to the Education Board in October. A clear process for Governor appointments will be tabled at the September meeting of the Education Board.
43		Support school governors by providing a comprehensive programme of training and development matched to their needs, including induction for new governors.	2. To strive for excellence in the City schools	Community and Children's Services	December 2014.	This is being developed for the next academic year and will be informed by the governors skills audit.
44	<b>Support governing bodies to be effective in carrying out their duties</b>	Ensure that all governing body meetings are supported by skilled and knowledgeable clerking arrangements, whether this is provided by the City or externally.	2. To strive for excellence in the City schools	Town Clerk's	December 2014.	To be assessed following the completion of the governors skills audit.
45		Provide access to high quality advice and guidance on governance procedures and best practice.	2. To strive for excellence in the City schools	Community and Children's Services	December 2014.	Following the governors skills audit appropriate advice and guidance will be issued.

46		Encourage governing bodies of the City schools to work with the overarching education body to reflect on their own effectiveness.	2. To strive for excellence in the City schools	Town Clerk's	Completed	The links between the governing bodies and the Education Board have been established.
47		Work in partnership with the relevant local authority and co-sponsor to ensure the effectiveness of governance at each City academy.	2. To strive for excellence in the City schools	Community and Children's Services and Town Clerk's	December 2014.	To be assessed following the completion of the governors skills audit.
48	<b>Direct the City's schools funding across all City schools to provide financial support and enrichment opportunities</b>	Establish a mechanism for allocating City funding for enrichment activities across the City schools.	3. To inspire children through an enriched education and outreach opportunities	Chamberlain's	December 2014 and March 2015.	The Education Board will consider the allocation of the 2015/16 budget at its December 2014 and March 2015 meetings.
49	<b>Provide a school environment that fosters confidence, leadership, teamwork and high self-esteem in all City school pupils through promoting a broad and enriched curriculum</b>	Promote and monitor enrichment opportunities in each City school through the overarching education body and identify opportunities for inter-school collaboration.	3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services	Ongoing.	The Headteachers forum meetings will promote opportunities to interact with the City schools around collaboration, enrichment and employability.
50		Ensure all City schools deliver careers advice to support pupils beyond statutory education.	3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services	April 2015.	The Education Unit and EDO are working closely together to ensure that all City Schools are aware of the opportunities open to them. To date, all secondary academies have been provided with a leaflet which shows EDO's offer and apprenticeship opportunities. A report will be tabled at the April meeting of the Education Board to outline current provision and identify areas for service improvement, based on best practice.
51		Promote the array of London's further and higher education offering to pupils in the City schools and identify opportunities for these institutions to interact with pupils.	1. To promote and support excellent education and access to higher education 3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services	April 2015.	The Education Unit and EDO are working closely together to ensure that all City Schools are aware of the opportunities open to them. A report will be tabled at the April meeting of the Education Board to outline current provision and identify areas for service improvement, based on best practice.
52		Identify enrichment opportunities for all City schools that link to the activities of the Square Mile.	3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services / EDO	Ongoing	Use the Headteachers Forum to identify what enrichment activities schools would like to expose pupils to and liaise with relevant departments about what is available.
53		Invite pupils and staff from the City schools to more City events.	3. To inspire children through an enriched education and outreach opportunities	Remembrancer's and the Public Relations Office	Ongoing	The Policy Officer will hold regular meetings with colleagues in the Public Relations Office.
54		Host a seminar with businesses and livery companies to identify skills shortages in the workplace and exploring how to address this in schools.	2. To strive for excellence in the City schools	Community and Children's Services, Economic Development Office, and the Public Relations Office	Ongoing	A series of events will be held beginning with an event in October to bring DfE, business leaders, and Livery Schools Link together.
55		Showcase the talents of pupils in the City schools throughout the City.	3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services	Ongoing	Open a dialogue with the schools on activities that it would like to see showcased in the future.

56	<b>Ensure all schools receive information about school-based programmes within the City's open spaces and cultural institutions</b>	Inform the relevant learning providers within the City's open spaces and cultural institutions about the composition of the City's family of schools and ensure that information on school-based programmes are directed to them.	3. To inspire children through an enriched education and outreach opportunities	Town Clerk's	Completed	Contacted relevant departments with contact details for the schools.
57		Work with learning providers to provide programmes that will support the curriculum focus of the City schools.	3. To inspire children through an enriched education and outreach opportunities	Community and Children's Services	Ongoing	The Policy Officer is working with relevant departments to advertise the educational offering of its institutions to the City schools, providing school contacts to support this.
<b>Outreach</b>						
	<b>Recommendation</b>	<b>Action</b>	<b>Link to strategic objective</b>	<b>Lead department</b>	<b>Deadline</b>	<b>Update</b>
58	<b>Improve internal awareness of the educational outreach programmes available to schools across the City</b>	City departments to collate information on the take-up of their educational offering to City schools, and to schools across London, and provide an annual report to the overarching education body.	3. To inspire children through an enriched education and outreach opportunities	Culture, Heritage and Libraries, Open Spaces, the Barbican Centre, the Guildhall School of Music and Drama and the Museum of London.	July 2015.	Overview report on the educational offering to be submitted annually to the Education Board.
59	<b>Improve the co-ordination of the educational offer across the City's activities</b>	Review grant applications being submitted for outreach programmes to identify duplications and opportunities for more collaboration on applications.	3. To inspire children through an enriched education and outreach opportunities	Culture, Heritage and Libraries, Open Spaces and the Barbican Centre	Ongoing	Using the officer forum to identify opportunities for a collaborative approach.
60		Use the information on current outreach programmes to identify gaps and duplications in the City's educational outreach activities.	3. To inspire children through an enriched education and outreach opportunities	Culture, Heritage and Libraries, Open Spaces and the Barbican Centre	January 2014 then ongoing	Discussions between the relevant departments. It should be noted that there are opportunities to get involved with the GLA's London Curriculum proposals.
61		Support the provision of sporting facilities for schools in the City-owned open spaces.	3. To inspire children through an enriched education and outreach opportunities	Open Spaces	Ongoing	Outreach Forum established with regular meeting slots and secretariat support. Outreach Forum provided an update report to the Education Board in June and will provide future updates as appropriate.
62		Establish an officer forum consisting of representatives from the Barbican Centre, Open Spaces and Culture, Heritage and Libraries departments, and the Economic Development Office, to discuss opportunities for school programme collaboration, increase communication to City schools, and to avoid duplication of grant applications.	3. To inspire children through an enriched education and outreach opportunities	Culture, Heritage and Libraries, Open Spaces, the Barbican Centre and the Economic Development Office	Completed	Outreach Forum established with regular meeting slots and secretariat support. Outreach Forum provided an update report to the Education Board in June and will provide future updates as appropriate.

63	<b>Increase the effectiveness of educational outreach programmes to the City schools</b>	The City's cultural institutions and open spaces should specifically target the City's family of schools and those schools attended by a high proportion of children resident in the Square Mile.	3. To inspire children through an enriched education and outreach opportunities	Culture, Heritage and Libraries, Open Spaces and the Barbican Centre	Ongoing	Outreach Forum established with regular meeting slots and secretariat support. Outreach Forum provided an update report to the Education Board in June and will provide future updates as appropriate.
64	<b>Increase the take-up and impact of City educational outreach programmes across London</b>	Develop a section of the website specifically for teachers and schools that promote City educational outreach programmes, ensuring that London boroughs and other relevant local authorities are made aware of it.	3. To inspire children through an enriched education and outreach opportunities	Chamberlain's and Culture, Heritage and Libraries	Ongoing	The Outreach Forum is developing plans for a Great Fire of London website.
<b>From Education to Employment</b>						
	<b>Recommendation</b>	<b>Action</b>	<b>Link to strategic objective</b>	<b>Lead department</b>	<b>Deadline</b>	<b>Update</b>
65	<b>All City employability programmes and initiatives are integrated and focused on the City's priorities</b>	Explore how best to join up the City's range of employer-facing employability activities to ensure that a coordinated approach is adopted across the various programmes.	4. To promote an effective transition from education to employment	Economic Development Office and Community & Children's Services.	Completed	Following a comprehensive review of activity, a post in EDO has been remodelled to take responsibility for co-ordinating all employer-facing employability activity. It is anticipated that the new Business Engagement Manager will be in post by October 2014.
66		Review the membership of the City's Employability Group to meet the changing needs in this area.	4. To promote an effective transition from education to employment	Economic Development Office	Completed	All relevant internal departments are now represented on the group, membership of which will be kept under review by the new Business Engagement Manager.
67	<b>Raise awareness among the City of London business community, specifically small and medium sized enterprises, of the value of and need for business engagement in improving the employability of young people</b>	Develop a communications plan to increase engagement with City of London-based employers and SMEs, with a focus on communicating Government funding and incentives available to employers.	4. To promote an effective transition from education to employment	Community & Children's Services and Economic Development Office	April 2015.	EDO will explore the possibility of the Business Engagement Manager, once in post, reviewing the need for this as part of her ongoing work.
68	<b>Identify gaps in the provision of education-business link activity across London and explore ways to improve and sustain this provision</b>	Commission a review of gaps in the provision of education-business link activity, to include recommendations as to how the City could improve on the current provision and identify new areas to target.	4. To promote an effective transition from education to employment	Community & Children's Services and Economic Development Office	N/A	In view of various developments, it is suggested that this action be reviewed. The volume of activity likely to be underway in this area could suggest less available Officer capacity to take forward any recommendations for additional activity such a review could generate. For example, the Supporting London Group of Chief Officers is exploring apprenticeships as a major area for development and Central London Forward has secured two significant tranches of funding: £10m for a sub-regional pilot employment programme for unemployed claimants of Employment Support Allowance leaving the Work Programme; and a further £2m to set up a construction-focused sub-regional job brokerage scheme.
69		Implement recommendations from the above review.	4. To promote an effective transition from education to employment	Community & Children's Services and Economic Development Office	N/A	See comment above.

70	<b>Raise awareness of the extent of employability provision provided by the City amongst schools in the neighbouring boroughs, with a specific focus on the City academies</b>	Develop promotional materials covering the 'ladder' of aspiration-raising and employability provision provided by the City Corporation and communicate this to the City schools and neighbouring boroughs.	4. To promote an effective transition from education to employment	Community & Children's Services and Economic Development Office	Ongoing	All (secondary) academies have the leaflet which shows EDO's offer (plus apprenticeships). This does not currently contain information on the offer from all CoL departments and there are challenges in ensuring it is widely circulated within the academies.
71		Monitor and review programme achievements and communicate this to the City schools and schools in neighbouring boroughs as appropriate.	4. To promote an effective transition from education to employment	Economic Development Office	Ongoing	EDO feeds into the Education Unit's series of bulletins to City Schools.

<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Un-validated Examination Results 2014	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Information</b>
<p><b>Summary</b></p> <p>The City of London Corporation is responsible for three academy schools and three independent schools which have undertaken national examinations in 2014. The City of London Corporation is held accountable for the progressive and sustainable performance of the three academies of which it is a sponsor. This report provides the Education Board with an early headline summary of the examination results for the academies and independent schools.</p> <p>Members should note that the Department for Education has not yet validated these figures. Although there could be some slight adjustments, this report provides an outline summary of the results for 2014. Full un-validated examination results tables are provided as appendices. A further report, with full analysis, will be presented to the Board in October.</p> <p><b>Recommendation</b></p> <p>Members are asked to note the report.</p>	

## Main Report

### Background

1. The City of London Corporation is responsible for three academy schools and three independent schools which have undertaken national examinations in 2014. Students from the City of London Academy, Southwark, City of London Academy, Islington, City of London School, City of London School for Girls and City of London Freeman’s School undertook GCSE and A level examinations in 2014. Students from The City Academy, Hackney also took examinations at GCSE.
  
2. The City of London Corporation is held accountable for the progressive and sustainable performance of the three academies of which it is a sponsor.
  
3. This report provides the Education Board with an early headline summary of the examination results for the academies and independent schools. A further report, with full analysis, will be presented to the Board in October.

## Current position

4. Examination results for 2014 received from the academies are presented in full at Appendix 1, together with the results for 2012 and 2013 to aid comparison. Appendix 2 details the 2014 examination results received from the independent schools, together with the results for 2012 and 2013.
5. Members should note that the Department for Education has not yet validated these figures. Although there could be some slight adjustments, this report provides an outline summary of the results for 2014.

### National overview – 2014

6. **GCSEs** – 68.8% of pupils in England achieved 5 A\*–C grades (a 0.7 percentage point increase from 2013). The percentage of pupils awarded the top A\* grade across all subjects fell slightly to 6.7%, down from 6.8% last year.
7. **A levels** – there was a small increase in the proportion of pupils in England who achieved the highest grade of A\*, but all other grades saw a slight decline, including the first fall in the proportion being awarded A\*–E grades for 32 years.

A level grades	2014 % awarded	2013 % awarded
Grade A*	8.2%	7.6%
Grade A*–A	26%	26.3%
Grade A*–B	52.4%	52.9%
Grade A*–E	98%	98.1%

### City of London Academy, Southwark

8. In 2013, 50% of pupils at the City of London Academy, Southwark were entered for science (EBacc) and 87% of these attained grades A\*–C; in 2014 the Academy announced that it had improved on this figure. In addition, the achievement level in Maths was maintained with 75% of all pupils attaining grade A\*–C (EBacc); however, provisional results indicate a 10 percentage point drop in the number of 5+ A\*–C grades (with English and Maths).
9. The A level results at the City of London Academy, Southwark show that 44% of students were awarded A\*–B grades and 72% achieved A\*–C grades. Southwark got 22% more students into Russell Group universities than in any previous year and their Head Boy become their first student to get into Cambridge, accepting a place at Corpus Christi to read Natural Sciences.



### City of London Academy, Islington

10. At the City of London Academy, Islington 80% of students achieved 5+ A\*–C grades at GCSE, maintaining the record high achieved last year. In addition, 69% of students achieved 5+ A\*–C grades (including English and Maths), a 9 percentage point improvement from last year.
11. The A level results at the City of London Academy, Islington show a significant increase in the achievement of top A level grades, with 48% of all pupils securing A\*–B grades (a 34 percentage point increase from 2013), while the overall pass rate also increased to 100%.

### The City Academy, Hackney

12. The City Academy, Hackney's first cohort of students took their GCSE exams this summer, receiving excellent results. 82% of students achieved 5+ A\*–C grades (including English and Maths), 91% achieved 5+ A\*–C grades overall, 66% achieved the English Baccalaureate, and 30% achieved 5+ A\*–A grades.
13. There are no A level results from The City Academy, Hackney, as the first cohort of pupils will not enter the sixth form until the start of the 2014/15 academic year.

### City of London School (Boys)

14. The City of London School recorded excellent GCSE results with 97.9% achieving A\*–B grades and 100% being awarded 5+ A\*–C grades (with English and Maths).
15. The A level results at the City of London School maintain the school's high academic record with 72.1% being awarded A\*–A grades and 97.1% achieving grade A\*–C.

### City of London School for Girls

16. The City of London School for Girls maintained their consistent high standards with 73.7% of pupils achieving grade A\* at GCSE, 99.7% being awarded A\*–B grades, and 100% receiving 5+ A\*–C grades (with English and Maths).
17. The A level results at the City of London School for Girls demonstrate continued excellent academic performance. 98.4% of pupils achieved A\*–C grades and 77.8% were awarded A\*–A grades.

## City of London Freemen's School

18. The GCSE results at the City of London Freemen's School were excellent with 79.9% of pupils receiving grades A\*–A and 99.8% being awarded 5+ A\*–C grades.
19. The A level results at the City of London Freemen's School built on the previous high standards with increases in performance across all categories, including 98.5% of pupils achieving A\*–C grades and 91.2% A\*–B grades.

### **Recommendation**

20. Members are asked to note the report.

### **Appendices**

- Appendix 1 – City of London Academies – examination results 2014
- Appendix 2 – City of London Independent Schools – examination results 2014

### **Joshua Burton**

Policy Officer

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Appendix 1 – City of London Academies – examination results 2014

COLAI

Year	A2 only					GCSE					
	% Pass	% A*–C	% A*–B	% A*–A		% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	100	70	48	7		<i>tbc</i>	69	80	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
2013	97	85	14	31		97	60	81	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
2012	<i>tbc</i>	65	18	2.5		97	33	67	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>

COLAS

Year	A2 only					GCSE					
	% Pass	% A*–C	% A*–B	% A*–A		% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	100	72	44	18		<i>tbc</i>	56	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
2013	100	74	44	18		100	66	98	38	12	<i>tbc</i>
2012	97	57	34	18		99	61	96	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>

TCAH – GCSE and 2014 only

Year	% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	<i>tbc</i>	82	91	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>

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Appendix 2 – City of London Independent Schools – examination results 2014

CLS

Year	A2 only					GCSE					
	% Pass	% A*–C	% A*–B	% A*–A		% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	100	97.1	91.6	72.1		99.7	100	99.7	97.9	87.8	63.2
2013	100	99	94	73		99.5	99	99	97.9	90.4	68.2
2012	100	<i>tbc</i>	97	78.9		100	99	99.6	<i>tbc</i>	84.7	<i>tbc</i>

CLSG

Year	A2 only					GCSE					
	% Pass	% A*–C	% A*–B	% A*–A		% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	100	98.4	95.9	77.8		100	100	100	99.7	96.0	73.7
2013	100	99.7	98	83		100	99.9	99.9	99.7	96.6	78.7
2012	100	99.9	96.5	78.1		100	100	100	99.4	94.7	70.2

CLFS

Year	A2 only					GCSE					
	% Pass	% A*–C	% A*–B	% A*–A		% Pass	% 5+ A*–C with Eng + Maths	% 5+ A*–C	% A*–B	% A*–A	%A*
2014	100	98.5	91.2	66.8		100	<i>tbc</i>	99.8	95.9	79.9	49.6
2013	100	93.8	83	56		100	99	99	94	79.3	<i>tbc</i>
2012	100	97.2	91.1	71.3		<i>tbc</i>	97	100	<i>tbc</i>	83.3	<i>tbc</i>

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<b>Committee:</b>	<b>Date:</b>
Policy and Resources	08/05/2014
Education Board	11/09/2014
<b>Subject:</b> Careers Fairs and Work Related-Learning support for London's young people	<b>Public</b>
<b>Report of:</b> Director of Economic Development	<b>For Information</b>
<p><b>Summary</b></p> <ol style="list-style-type: none"> <li>1. In January 2014 your committee agreed an annual budget of up to £35k for 3 years (2013/14-2015/16) to fund appropriate activities, such as careers fairs, which help to bridge the gap between education and employment, for students from neighbouring boroughs.</li> <li>2. This report aims to update your committee on funded activities. Two careers fairs have been held, and videos are available on the City Corporation's YouTube channel, one of which will be played at your committee meeting. Two further events are planned for 2014.</li> <li>3. This activity complements the City Corporation employee volunteering programme's increased focus on work-related learning within the sponsored academies, and a variety of other employability focused activities, detailed at Appendix 1 of the report titled '<i>Update on Education Strategy action to enhance co-ordination and focus of employer-facing employability programmes</i>', which also features on the May 2014 committee meeting agenda.</li> </ol> <p><b>Recommendation(s)</b></p> <p>Members are asked to note the report.</p>	

## Main Report

### Background

1. In January 2014 your committee agreed an annual budget of up to £35k for 3 years (2013/14-2015/16) to fund appropriate activities, such as careers fairs, which help to bridge the gap between education and employment, for students from neighbouring boroughs.
2. The funding allocation was in response to the City Corporation's Education Strategy, which was approved by the Court of Common Council in October 2013. Alongside academic achievement, the strategy focuses on enrichment activities e.g. access the City Corporation's culture and heritage provision and its open spaces, and bridging the gap between education and employment e.g. access to employability support via City employers.

3. By supporting events such as careers fairs, as well as other work-related learning activities e.g. supporting students with interview practice; the City Corporation aims to increase the employment chances of London's young people, and in particular those attending our sponsored academies. Research has found that young adults who recall four or more contacts with employers e.g. work experience, career talks, while at school were five times less likely to be NEET (Not in Education, Employment and Training). In addition, such activity also has a demonstrable impact on educational attainment.
4. Ofsted requirements now place a greater focus on schools preparing their students to enter the world of work; and schools are asked to collate a range of metrics showing the post-school destination of students.

### **Current Position**

5. This report aims to update your committee on activities since the funding was approved in January 2014. Two careers fairs have been held and videos of both events are available on the City of London YouTube channel. The video of the Bridging the Gap event will be played at your committee meeting.

#### Bridging the Gap – 10<sup>th</sup> March 2014

6. 150 young people (from 30 London schools), all at risk of becoming disengaged, met with 80 business volunteers at the Guildhall. The event aimed to break down the barriers between vulnerable young people and the world of work, by examining the qualities and life skills necessary to achieve qualifications and success.
7. Working with business volunteers, the young people articulated an idea for a social enterprise that could benefit their schools and local communities, and learned how to transform these ideas into business plans. They also had the opportunity to pitch their ideas as part of a competition, with three runners up and the winner each receiving £200 to help them make their plans into reality. All three of the City Corporation sponsored academies brought students along and evaluation has been positive:

*“The girls and I felt uplifted and inspired. Opportunities like that may or can have a huge impact on how a person can change. The most moving moment the girls and I discussed, was the moment a student talked about his dream to be a chef and by the end of the day a member of staff from the guildhall catering team had offered to make his dream come true. The girls were stunned as to how quick and easy it is to pursue your dreams and how willing people are to support”.*

Teacher, Elizabeth Garret Anderson School

#### Southwark Employability Skills Fair – 3<sup>rd</sup> April 2014

8. This event brought together 600 students (aged 14 and 16) from 9 Southwark secondary schools and 30 employee volunteers from a diverse range of organisations e.g. ITV, RBS, Sir Robert McAlpine, King's College Hospital. The students each accessed six 20-minute interactive workshops across a



range of sectors. The City of London Academy Southwark invited over 150 students and feedback has been positive.

*"It was set perfectly for Yr9 students and it has really excited our students into thinking about the future"* Teacher, Bacons College.

### Employee Volunteering

9. In addition to careers fairs, and in accordance with the new Education Strategy, the Economic Development Office is working to increase the City Corporation's engagement with its sponsored academies.
10. Each City Corporation employee has two days off to volunteer each year, subject to line manager approval. In order to align this with the Education Strategy, there has been a focused effort to increase the number of staff engaging with the City Corporation's sponsored academies. Participation increased from 31 volunteers in 2012/13 to 66 in 2013/14. This is in addition to volunteering which takes place within other schools and charities in the City's neighbouring boroughs.
11. Activities included supervising work experience students, mentoring and giving career talks. For example, in March 2014 an 'Events Management Workplace Visit' was arranged at the Mansion House for students at the City Academy Hackney. Volunteers with event management experience worked with the students, providing them with an insight into their roles and offering advice for running the academy's own student-run conferencing business. 100% of students agreed or strongly agreed that the visit had given them a better understanding of what is involved in event management jobs.

### Employer-facing employability programmes

12. The activities referred to above sit alongside a vast range of aspiration raising and employability programmes offered throughout the City Corporation. Employers are provided with a range of opportunities to connect with individuals who are in education, those who are unemployed or young people who are 'NEET'.
13. The range of programmes underway is detailed at Appendix 1 of the report titled '*Update on Education Strategy action to enhance co-ordination and focus of employer-facing employability programmes*', which also features on the May 2014 committee meeting agenda.
14. There are a further two careers fairs planned for 2014:

Science Engineering, Technology and Maths (STEM) Careers Fair – 27<sup>th</sup> June

15. In February 2014 your Committee agreed a budget for an event to address the serious skills shortage in STEM areas, to be organised by the Science Council. The event will encourage 500 students (aged 14) from schools in the

City's fringe boroughs (including City Corporation academies) to study these subjects post 16 and to consider STEM-related careers.

16. The proposed focus will be on careers options arising from various science-based qualifications, rather than on the subjects themselves. In order to promote STEM-subject careers to girls and all diversity audiences, the activities and inspirational (and in some cases celebrity) speakers will be carefully selected to appeal to this audience. There will be an opportunity for relevant livery companies to be involved.

#### Careers in the City 15<sup>th</sup> July

17. The Hackney Learning Trust has asked the City Corporation to host a careers event organised by Inspire, the Education Business Partnership for Hackney. This event is intended to allow students (aged 16) who are considering careers in Business, Finance and Law to learn about alternative progression routes into their chosen fields in City type businesses e.g. apprenticeships. A recent CBI study highlighted that 51% of businesses are not confident of finding enough recruits for high-skilled roles, so this event could prove to be highly valuable.
18. 60 Hackney based students will have the opportunity to meet 12 employers on three separate occasions, the first will be activity based, the second will focus on networking, the third will be an opportunity to distribute CVs. As the City Academy Hackney does not yet have a 6<sup>th</sup> form, their students will not be involved, however the new Head of 6<sup>th</sup> form will be invited to observe the event.

#### Employee volunteering

19. Utilizing our unique (and spacious) venues has and continues to be highly valuable to London's young people. The City Corporation must however manage requests wisely, given the management time can vary between 10 working days and 20, depending on the scale of the event. Feedback from our academies also suggests the importance of complementing large one-off events with on-going activities such as work experience and mentoring, hence the need to engage one of our most valuable assets, our employees.
20. In addition to these two events, the Economic Development Office will continue to engage City Corporation employee volunteers in the 'in-school work-related learning' agenda. Further information is included in Appendix 1. As the sole sponsor of the City of London Academy (Southwark), efforts will be prioritised on developing a programme of volunteering opportunities at this academy. The existing relationship with City Academy (Hackney) will continue and the Employee Volunteering Programme will endeavour to develop a relationship with City of London Academy (Islington) over the course of this year.

## Corporate & Strategic Implications

21. The above activity supports:

- a. the **EDO Business Plan**, specifically Objective 4 'Working with businesses and City Corporation departments (including City Bridge Trust), to realise the economic and social potential of London, but especially the City and the neighbouring boroughs';
- b. the **Corporate Plan**, through Key Policy Priority 4 'Maximise the opportunities and benefits afforded by our role in supporting London's communities and specifically to work with our partners and neighbours to promote employability and provide jobs and growth'; and
- c. the **Community Strategy**, through the themes '...supports its communities' and '...is competitive and promotes opportunity'.

## Conclusion

22. In January 2014 your committee agreed an annual budget of up to £35k for 3 years (2013/14-2015/16) to fund appropriate activities, such as careers fairs, which help to bridge the gap between education and employment, for students from neighbouring boroughs. This focus comes in response to the City Corporation's new Education Strategy, and aims to support schools with new Ofsted requirements; which place a greater focus on schools preparing their students to enter the world of work. This report aims to update your committee on activities since the funding was approved. Two careers fairs have been held and two more are planned for 2014, alongside a variety of other employability focused activities.

## Appendices

**23. Appendix 1** - Strengthening the employability of students through Employee Volunteering

## Background Papers:

24. Previous reports to your Committee on this subject:

Funding request for a series of careers fairs to enhance employability of young people in neighbouring communities (23<sup>rd</sup> January 2014)

Proposal to stage a science, technology, engineering and mathematics (STEM) careers event in partnership with the Science Council (20<sup>th</sup> February 2014)

Sophie Hulm  
Corporate Responsibility, Economic Development  
Ex - 1563

## Appendix 1

### **Strengthening the employability of students through Employee Volunteering**

The City of London's academies will become the key focus for the City of London's employee volunteering programme for 2014/15 (financial year), with a particular focus on enhancing the employability of students. Alongside this focus, opportunities to support Sir John Cass, Prior Weston and schools in the City's neighbouring boroughs will continue to be promoted.

The above focus complements existing and long standing education-related activity. This includes support of schools in the City e.g. Sir John Cass and schools in our neighbouring boroughs. Activities include reading and number partners, student mentoring, careers talks and departmental visits.

**In 2013/14, 59% (157) of City of London Corporation employee volunteers (267) were involved in education-related activity.**

**Of the 157 employees engaging in education related volunteering, 66 (42%) were involved with our academies, this increased from 31 in 2012/13.**

Details of previous activity at the City of London's academies can be found below.

**Prior to 2014/15, City of London employee volunteers supported the City of London Academy (Southwark) as follows:**

- Hosted 3 stands at the 2013 careers fair
  - Hosted 5 stands at the 2014 careers fair
  - Hosted annual work experience placements (approx. 30 students since 2011)
  - Interview skills workshop attended by 69 students (2013)
  - A careers insight tour of finance department attended by 8 students (2013)
  - Hosted an aspiration raising event (March 2014) x8 pupils attended from academy
- 2012/13 - 105 volunteers involved in education, 17 supporting the academy*  
*2013/14 - 157 volunteers involved in education, 41 supporting the academy*

**Prior to 2014/15, City of London employee volunteers supported the City Academy (Hackney) as follows:**

- 7 personal advisors (student mentors) since 2011 - 20 students
  - x3 careers tours to Mansion House and Smithfield Market (2012/3) – 40 students
  - European Economics talk with 30 Business Studies students (Spring 2014)
  - Hosted work experience placements (approx. 4 students in total since 2013)
  - Hosted Careers Fair for Hackney schools (Nov 2012) - c90 academy students
  - Hosted an aspiration raising event (March 2014) x4 pupils attended from academy
- 2012/13 - 105 volunteers involved in education, 14 supporting the academy*  
*2013/14 - 157 volunteers involved in education, 24 supporting the academy*

**Prior to 2014/15, City of London employee volunteers supported the City of London Academy (Islington) as follows:**

- Hosted an aspiration raising event (March 2014) x6 pupils attended from academy
- 2012/13 - 105 volunteers involved in education, 0 supporting the academy*

2013/14 - 157 volunteers involved in education, 1 supporting the academy

Working with the City of London Academies

**In 2014/15, the employee volunteering programme will work to increase the number of volunteers supporting our academies to 80 volunteers** (from 66 in 2013/14), in addition to continuing our existing work with other local schools (including Sir John Cass and Prior Weston). Measurement of **outputs and outcomes** will also be undertaken e.g. numbers of students receiving work experience and increasing employability skills.

As the sole sponsor of the City of London Academy (Southwark), efforts will be prioritised on developing a programme of volunteering opportunities at this academy. The existing relationship with City Academy (Hackney) will continue and the Employee Volunteering Programme will endeavour to develop a relationship with City of London Academy (Islington) over the course of this year. Details of planned activity at the City of London's academies can be found below.

The programme of volunteering opportunities at the City of London's academies will be launched via the intranet, staff event (8<sup>th</sup> May 12-2pm, City Marketing Suite), posters and newsletters under the name 'Aspiration Academy'.

**City of London Academy (Southwark) - Future activities for 2014/15 include:**

- Partner Southwark Council to host a careers fair in April 2014 (now taken place)
- Increase number of work experience placements to 15 per year
- Organise a work experience preparation day with a carousel of activities for students including CV advice and mock interviews
- Participate in Careers week and an afterschool speaker programme throughout the academic year (April 2014) – recruit volunteers for career talks
- Organise student visits (insight tours) to at least 1 department
- 'Sculpture in the City' – architecture challenge

**City Academy (Hackney) - Future activities include:**

- The Academy is conducting an audit of existing work-related learning activities, the resultant work-related learning strategy is due for completion Spring/Summer 2014.
- A potential gap has been identified for the middle ability group of students, particularly in learning about creative, media sectors.
- Development of a volunteering offer to meet the identified needs, rolled out for 2015
- 1 Careers Carousel available for students each year, as part of a 3 year funding agreement between CoL and 'Inspire' (Hackney's Education Business Partnership) to run careers fairs for schools in Hackney – the Academy declined offer for 2014.
- Funding for 'Inspire' to run 'work week' careers awareness programme for primary schools, targeting Academy feeder schools.
- Host at least 5 work experience placements in July
- Host a Careers Fair for 6<sup>th</sup> form students from 10 Hackney schools in July 2014 (Academy does not yet have a 6<sup>th</sup> form, although new Head of 6<sup>th</sup> Form to be invited)

**City Academy (Islington) - Future activities include:**

- 'Engage and Unleash Your Talents' programme – Enterprise challenge
- 'Sculpture in the City' – architecture challenge

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<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Appointment of Governors	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Decision</b>

## Summary

The Education Board is responsible for recommending to the Court of Common Council the appointment of governors to the City's academies and representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee. This paper sets out two processes that the Education Board could follow when exercising these responsibilities.

To enable the Education Board to make recommendations in an efficient and effective way and to ensure that Members are able to fully assess the requirements of the vacancy and skills of the candidates, it is proposed that standard application documents are used throughout the appointment process.

Both the proposed application processes and application documents are outlined in the main report and its appendices.

## Recommendations

It is recommended that Members of the Education Board approve the two appointment processes for governor appointments which are outlined in this report and that Members endorse the supporting templates which are submitted as appendices to this report.

## Main Report

### Background

1. The Education Board is responsible for the oversight and monitoring of the City of London's sponsorship of its academies, including recommending to the Court of Common Council the appointment of governors. It is also responsible for recommending to the Court of Common Council candidates for appointment as the City of London Corporation's representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee.






### Purpose

2. This paper recommends two processes that the Education Board could follow when exercising its responsibilities in relation to governor appointments. The first proposal outlines a process for the appointment of external candidates as

governors and the second addresses the appointment of Members to governing bodies.

3. In addition to establishing clear processes for governor appointments, this paper also recommends that standard application documents should be used throughout the appointment process to enable the Education Board to conduct a rigorous skills-based assessment of candidates.

### **Appointment process for external representatives**

4. The Education Board is responsible for recommending the appointment of governors at City academies to the Court of Common Council. This includes the appointment of external representatives, where it is proposed that the process set out below is followed:
  - i. The school informs the City of a vacancy and provides a person specification, information about the school, the constitution of the Governing Body and the time commitment that is required.  

  - ii. The City searches for appropriate candidates by consulting its database, contacting relevant organisations (e.g. SGOSS), considering expressions of interest the school has received, and advertising the position.  

  - iii. The City provides up to three candidates for the lead City Member to review/meet.  

  - iv. The lead City Member indicates which individual is their preferred candidate.  

  - v. The Education Board recommends a candidate to the Court of Common Council.  

  - vi. The Court of Common Council takes a decision.



## **Appointment process for Members**

5. The Education Board is responsible for recommending to the Court of Common Council candidates for appointment as the City of London Corporation's representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee. This includes the appointment of Members, where it is proposed that the following process is followed:

- i. The school informs the City of a vacancy and provides a person specification, information about the school, the constitution of the Governing Body and the time commitment that is required.



- ii. The vacancy is sent to all Members.



- iii. The Education Board recommends a candidate to the Court of Common Council.



- iv. The Court of Common Council takes a decision.

## **Application format**

6. It is proposed that, when the City is exercising its rights in relation to governor appointments, it should request that the school provides it with the following information: a person specification, summary information about the school, the constitution of the Governing Body and the time commitment that will be required. To assist with this process, and ensure consistency, it is recommended that the Education Board endorse the templates appended to this report.
7. To enable the Education Board to assess the skills of each candidate, it is proposed that all applicants should complete a standard application form and it is therefore recommended that the Education Board endorse the template appended to this report. In addition, external candidates will be asked to identify a suitable referee.

## **Recommendations**

8. It is recommended that Members of the Education Board approve the two appointment processes for governor appointments which are outlined in this report and that Members endorse the supporting templates which are submitted as appendices to this report.

## **Appendices**

- Appendix 1 – City governor appointments – person specification
- Appendix 2 – City governor appointments – school summary
- Appendix 3 – City governor appointments – constitution of the Governing Body and time commitment
- Appendix 4 – City governor appointments – application form

## **Background paper**

Education Board Terms of Reference

**Joshua Burton**

Policy Officer

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## City governor appointments – person specification

### Position

[Insert the title of the position you are seeking to fill]

### Experience required

[Insert the skills and previous experience that you would like applicants to demonstrate, such as: governance, leadership, strategic planning, evaluation and/or impact assessment, data analysis, staff recruitment, financial management/accountancy, performance management, community relations, chairmanship, leadership, coaching/mentoring or continuous professional development, negotiation and mediation, communication skills, handling complaints, grievances or appeals, risk assessment, knowledge of the school, parent, knowledge of the local community]

### Specialist knowledge or experience

[Insert the skills and previous experience that you would like applicants to demonstrate, such as: premises and facilities management, human resources expertise, procurement/purchasing, legal, ICT and/or management information systems, PR and marketing, work placements/career planning, teaching & pedagogy, special educational needs, children's & young people's services or activities (in any sector), health services, safeguarding, primary, secondary or tertiary education, project management, health & safety, placements/career planning, teaching and pedagogy, special educational needs, children's and young people's services or activities (in any sector), health services, safeguarding, primary schools, secondary – further education and higher education, project management, health and safety, quality assurance, surveying, consultation and/or research, other]

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**City governor appointments – school summary**

[Insert school name]

**1. Background**

[Insert a summary of the school, including: relationship with COL, location, student data (year groups, intake size, male/female, free school meals) and a brief history]

**2. Recent performance**

[Insert a summary of recent performance data]

**3. OFSTED inspections (November 2012 and March 2014)**

[Insert a summary of recent inspection results]

[Insert name]

**Chair of Governing Body**

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**City governor appointments –  
constitution of the Governing Body and time commitment**

**1. Membership**

The Governing Body is constituted with the following membership:

No.	Category of governor	Term of office

**2. Committees (including vacant positions)**

[Please list all committees and identify any vacancies you are looking to fill]

**Committee 1:**

<b>Membership</b>	
<b>Chair</b>	
<b>Vice Chair</b>	

**Committee 2:**

<b>Membership</b>	
<b>Chair</b>	
<b>Vice Chair</b>	

**Committee 3:**

<b>Membership</b>	
<b>Chair</b>	
<b>Vice Chair</b>	

**3. Time commitment**

[Please outline the time commitment the position requires]





**APPLICATION FORM FOR**  
**APPOINTMENT ON THE BOARD OF GOVERNORS OF**  
**[INSERT SCHOOL NAME]**

1. Name(s) (in full): .....

2. Current business/occupation and/or consultancy(ies) work:

.....

.....

.....

.....

.....

.....

Summary of past professional/business career:

.....

.....

.....

.....

The Board of Governors requires membership with expertise from the following areas:

- **[Insert areas]**

3. Please indicate your specific area(s) of expertise and give details thereof:

.....  
.....  
.....  
.....  
.....

4. Please give particulars of your interests in education and any governor appointments inside and outside the City of London Corporation:

.....  
.....  
.....  
.....  
.....

5. Please provide the name and contact details of one referee\*:

Name: .....  
Address: .....  
Phone: .....  
Email: .....

Signed..... Date.....

**The details provided above will be seen by the Education Board.**

\*external candidates only

<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Governor vacancy at City of London Academy, Islington	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Decision</b>
<p><b>Summary</b></p> <p>The Education Board is responsible for recommending the appointment of governors to the City’s academies to the Court of Common Council. The Chairman of Governors at the City of London Academy, Islington (COLAI) has requested that the City provide a suitable nomination to fill the current vacancy for a City of London sponsor governor on the Governing Body of COLAI. It should be noted that the Chairmanship of the Governing Body for COLAI reverts to the City of London in the winter of 2016 and therefore the successful candidate may take on a leadership role.</p> <p>The Appointment of Governors Report, which has also been tabled at this meeting, proposes a process for appointing governors that suggests requesting relevant supporting information from the school. In this instance the Chairman of Governors has provided supporting information that is consistent with the information suggested in the Appointment of Governors Report.</p> <p><b>Recommendation</b></p> <p>It is recommended that Members of the Education Board authorise Officers to seek expressions of interest from Members for the vacant position as a City of London sponsor governor on the Governing Body of COLAI, using the supporting information provided in this report and the application form appended to the Appointment of Governors Report (subject to any amendments made to the application form as part of the Education Board’s consideration of the Appointment of Governors Report).</p>	

## Main Report

### Background

1. The Education Board is responsible for the oversight and monitoring of the City of London’s sponsorship of its academies, including recommending to the Court of Common Council the appointment of governors.
  
2. The Chairman of Governors at the City of London Academy, Islington (COLAI) has requested that the City provide a suitable nomination to fill the current vacancy for a City of London sponsor governor on the Governing Body of

COLAI. The position has arisen following the recent decision by Deputy Richard Regan OBE to step down from the Governing Body.

3. It should be noted that the Chairmanship of the Governing Body for COLAI reverts to the City of London in the winter of 2016 and therefore the successful candidate could take on a leadership role.

### **Purpose**

4. This paper provides Members of the Education Board with the supporting information that the school has submitted and proposes an appointment process to identify a suitable candidate for this position.

### **Appointment process**

#### Supporting information

5. The Appointment of Governors Report, which has also been tabled for this meeting, proposes a process for appointing governors that includes requesting relevant supporting information from the school. In this instance the Chairman of Governors has provided supporting information that is consistent with the information suggested in the Appointment of Governors Report. The person specification is provided in paragraph 6 of this report and additional information is provided as Appendix 1 – COLAI school summary, and Appendix 2 – COLAI constitution of the Governing Body and time commitment.
6. The Chairman of Governors has indicated that the Board of Governors would benefit from the addition of a governor with the following skills and experience:
  - Direct experience and knowledge of pre-tertiary education (either in terms of governance or as a senior practitioner).
  - Experience and knowledge of governance – and leadership in governance.
  - An affinity towards a project which is transforming the education of local school students in Islington.
  - Sufficient time to provide the required commitment, support and challenge to the academy (Governing Body meetings; subcommittee meetings; panels; links; visits; engagement with leadership team etc).
  - Capacity to manage time flexibly – to perform duties and represent the Governing Body as and when required.

### Application form

7. The Appointment of Governors Report recommends that candidates complete a standard application form for all governor appointments to enable the Education Board to assess their skills and suitability for the position. A proposed template is appended to the Appointment of Governors Report.

### Candidates

8. If expressions of interest are sought from Members in September then the Education Board will be able to consider suitable candidates at its October meeting.

### **Recommendation**

9. It is recommended that Members of the Education Board authorise Officers to seek expressions of interest from Members for the vacant position as a City of London sponsor governor on the Governing Body of COLAI, using the supporting information provided in this report, its appendices, and the application form appended to the Appointment of Governors Report (subject to any amendments made to the application form as part of the Education Board's consideration of the Appointment of Governors Report).

### **Appendices**

- Appendix 1 – COLAI school summary
- Appendix 2 – COLAI constitution of the Governing Body and time commitment

### **Background papers**

Education Board Terms of Reference  
Appointment of Governors Report

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## **The City of London Academy Islington**

### **1. Background**

Together with the City of London, City University London is a co-sponsor of the City of London Academy, Islington. The Academy is situated in the St Peters Ward, Islington. The Academy was previously known as Islington Green School and became an Academy in 2008. It is now housed in a new build completed in 2010. The Sixth Form was launched in 2011. The Richard Cloudesley School - a local authority special school - is co-located on the site.

The Academy is an 11-19 school with 120 students in each year group in years 7 – 11 and 85 students in the Sixth Form. 58% of Academy students are boys. 57% of Academy students receive free school meals. 69% of students are ethnic minority students, and 20% of students are “statemented” or on School Action Plus. The highest proportion of special needs students are those with emotional and behavioural difficulties. The levels of deprivation experienced by students are approximately 2.5 times the national average. Typically students enter the Academy with prior attainment levels significantly below national averages. The percentage of low attainers in each year cohort is approximately twice the national average and consistently around 36%.

Notwithstanding the above, the Academy’s vision is to be an outstanding Academy; with a total commitment to improving the lives of the young people of Islington - by serving the local community as a vibrant centre of learning, known for our academic excellence and an unrelenting determination for everyone to succeed. Given the social context of our students, and levels of prior attainment, nothing less than the highest expectations of conduct, effort and attainment can be accepted if students are to achieve outcomes in advance of their peers. The approach of the Academy is to embody high expectations in every aspect of Academy life, so all students make at least expected levels of progress. Our aim is to try to ensure that exceptional behaviour, teaching, learning, quality of work, as well as staff and student professionalism, are embedded in the culture and ethos of the school.

### **2. Recent performance in GCSE and Sixth Form examinations (August 2013)**

The Academy, Islington posted its best ever GCSE and ‘A’ level exam results in August 2013 - bucking a national trend - with grades increasing dramatically from the previous year. In the Sixth Form, 97% of students achieved a pass at ‘A’ level. 85% were awarded A\*- C, a substantial increase from 65% last year. The Academy also attained a 100% pass rate in its vocational courses, with the majority of students securing university places. Two students became the first pupils to make the transition from the Academy to City University London, to study Civil Engineering and Mechanical Engineering respectively.

GCSE results at the Academy showed significant improvement. The number of students achieving 5 A\*-C grades, inclusive of English and Maths, almost doubled, rising from 33% last year to 61%. This result is the key indicator of a school’s success and this level of attainment has led to the Academy being recognised as one of the most improved schools in the country.

### **3. OFSTED Inspections (November 2012 and March 2014)**

In November 2012, the Academy received an outcome of ‘Good’ in an Ofsted inspection with a number of ‘Outstanding’ features. This was a very pleasing result at the Academy’s stage of development. The report recognised the Academy as ‘rapidly improving’ with ‘inspirational leadership’ from the Principal. A further Ofsted inspection took place in March 2014 confirming the overall outcome of Good and recognising leadership and management (including governance) as ‘Outstanding’.

**Chair of Governing Body  
City of London Academy Islington. July 2014.**

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# City of London Academy Islington Governing Body Membership (as at 7 July 2014):

## 1. Membership

The Governing Body is constituted to comply with the Academy's Articles of Association, which sets out the following membership:

No.	Category of Governor	Term of office
2	Parent	4 years
1	Community	4 years
1	Principal	Period of appointment
1	Local Authority	4 years
2	Staff (1x teaching; 1 x support staff)	4 years
8	Sponsor ( 4 x Corporation of London; 4 x City University London)	4 years
1*	Worshipful Company of Saddlers	4 years

\*Co-option to the Governing Body (Under the Articles of Association the Governing Body may co-opt up to 2 Members).

### The Governing Body consists of the following

No.	Category of trustee	Date of Appointment	Term of Office	Completion of term
2	Parent	09/10/2010 25/10/2013	4 Years 4 Years	09/10/2014 24/10/2017
1	Community	16/07/13	4 Years	16/07/17
1	Principal	01/09/2012	N/A	-
1	Local Authority	02/03/2012	4 Years	02/03/2016
2	Staff	09/11/2011 04/04/2014	4 Years 4 years	09/11/2015 04/04/2018
4	City University London	09/11/2011  21/05/2012 01/08/2011 09/07/2012	4 Years  4 Years 4 years 4 years	09/11/2015  21/05/2016 01/08/2015 09/07/2016
4	Corporation of London	14/03/2014 22/10/12 22/10/2012 13/12/2013	4 years 4 Years 4 years 4 Years	14/03/2018 21/10/16 21/10/2016 13/12/2017
1	The Worshipful Company of	09/10/2010	4 Years	09/10/2014

	Saddlers			
1	Co-opted Governor	07/07/14	4 Years	06/07/18

- The Governing Body has agreed that the Chair and Vice-Chair should hold office for 4 years, subject to annual election. Nominations for the election are taken at the first meeting in the Academy year.
- In addition to the full Governing Body, there are three committees. These are the Curriculum and Community Committee; the Personnel, Finance and Premises committee; and the Pay Committee (new for 2013/14).
- The full Governing Body meets once per term. C+C and P, F+P committees meet at least once a term. Pay Committee meets as required to fulfil its function under the Academy's Pay policy

## 2. City of London Academy – Islington Governing Body Committee Membership

### Committee 1 Curriculum and Community (C+C)

<b>Membership</b>	City University London (Chair) City University London Principal Community Corporation of London Parent Staff
<b>Chair</b>	City University London
<b>Vice Chair</b>	Vacant
<b>In attendance</b>	City of London Academy, Islington staff (as and when required)
<b>Quorum</b>	3 governors who are members of the committee.
<b>Clerk</b>	London Borough of Islington Governor Services
<b>Administration</b>	The Academy

### Committee 2: Personnel, Finance and Premises (PF+P)

<b>Membership</b>	City University London (Chair) Corporation of London Local Authority City University London Parent The Worshipful Company of Saddlers Principal City University London
<b>Chair</b>	City University London (Chair)
<b>Vice Chair</b>	The Worshipful Company of Saddlers

<b>In attendance</b>	Academy Finance Director
<b>Quorum</b>	3 Governors who are members of the committee.
<b>Clerk</b>	London Borough of Islington Governor Services
<b>Administration</b>	The Academy

**Committee 3: The Pay Committee**

<b>Membership</b>	City University London Corporation of London City University London Principal City University London Local Authority
<b>Chair</b>	Vacant
<b>Quorum</b>	3 Governors who are members of the committee.
<b>Clerk</b>	The Academy
<b>Administration</b>	The Academy

Additionally the Governing Body agreed to establish the following Committees/Panel with the membership and terms of reference shown:

**Principal's Performance Review Panel**

<b>Membership</b>	The Chair; together with all Governors other than those employed at the Academy. This Panel meets, as and when required, with Governors sought from amongst the eligible membership.
<b>Chair</b>	City University London
<b>Terms or reference</b>	<ul style="list-style-type: none"> <li>To set performance targets for the Principal (Regulations allow for these to be set by 2 Governors).</li> <li>To operate the Performance Management arrangements for the Principal and to take decisions about his/her pay rates and progression.</li> </ul>
<b>Quorum</b>	At least 2 Governors who are members of the Committee (preferably 3).
<b>Administration</b>	Chair of Governors
<b>Operational arrangements</b>	2 Governors selected as required (preference given to governors who have been trained or are experience in performance review).

**Staff Discipline, Grievance and Appeals Committee**

<b>Membership</b>	All Governors other than those employed at the Academy. This committee meets, as and when required, with Governors sought from amongst the eligible membership.
<b>Chair</b>	If the Chair or Vice-Chair are not present at the committee, the Chair for the

	meeting to be elected from among the members.
<b>Terms or reference</b>	<ul style="list-style-type: none"> <li>To consider disciplinary cases in line with the Academy's disciplinary procedures.</li> <li>To consider grievances in line with the Academy's grievances procedures.</li> <li>To consider appeals in line with the Academy's appeals procedures.</li> </ul>
<b>Quorum</b>	3 Governors who are members of the committee.
<b>Administration</b>	TBC
<b>Operational arrangements</b>	3 Governors selected as required to hear initial cases or appeals.

### **Student Discipline Committee**

Membership	All Governors other than those employed at the Academy. This committee meets, as and when required, with Governors sought from amongst the eligible membership.
Chair	If the Chair or Vice-Chair are not present at the committee, the Chair for the meeting to be elected from among the members.
Terms or reference	<ul style="list-style-type: none"> <li>To consider appeals against fixed term exclusions which aggregate 16 days or more (for any student) in a single term.</li> <li>To consider appeals against permanent exclusions.</li> </ul>
Quorum	3 Governors who are members of the committee.
Administration	The Academy
Operational arrangements	3 Governors selected as required to hear appeals.

### **Complaints Committee**

Membership	All Governors other than those employed at the Academy. This committee meets, as and when required, to hear complaints under the Academy's complaints procedure - with Governors sought from amongst the eligible membership.
Chair	If the Chair or Vice-Chair is not present at the committee, the Chair for the meeting to be elected from among the members.
Quorum	3 Governors who are members of the committee.
Clerk	London Borough of Islington Governor Services
Administration	The Academy
Operational arrangements	3 Governors selected as required.

<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Nominations Working Group	<b>Public</b>
<b>Report of:</b> Director of Community and Children’s Services	<b>For Decision</b>
<p><b>Summary</b></p> <p>The Education Board’s constitution makes provision for the appointment of up to four external representatives. At its inaugural meeting the Education Board resolved that a skills audit of Education Board Members should be conducted to assess what experience is required from the fourth external representative vacancy. This audit will also inform all future appointments/re-appointments of external representatives.</p> <p>It is proposed that a Nominations Working Group – comprising the Chairman, Deputy Chairman and two additional Members – be established to oversee the skills audit of Education Board Members, review supporting statements for external representatives, and provide recommendations on external representatives to the Board.</p> <p><b>Recommendation</b></p> <p>Members are asked to indicate whether they wish to serve on the Nominations Working Group.</p>	

## Main Report

### Background

1. The membership of the Education Board is drawn from the Court of Common Council and up to four external representatives, who are appointed by the Education Board.
2. At its inaugural meeting the Education Board resolved that David Taylor, Roy Blackwell and David Chin be appointed to the Education Board as external representatives for terms of six months.
3. It was also resolved that a skills audit of the Education Board’s Members should be conducted to assess what experience is required from the fourth external representative vacancy. This audit will also inform all future appointments/re-appointments of external representatives.

### Nominations Working Group

4. It proposed that a Nominations Working Group be established to oversee the skills audit of Education Board Members, review supporting statements for external representatives, and provide recommendations on external representatives to the Board.

5. It is proposed that the Nominations Working Group is constituted to include both the Chairman and Deputy Chairman of the Education Board, and two additional Members.
6. Eligible Members of the Education Board will be invited to express an interest in serving on the Nominations Working Group at the Education Board meeting on 11 September 2014. If more than two Members express an interest a ballot will be held.
7. The Nominations Working Group will be supported by the Education Policy Officer from the Department of Community and Children's Services.

### **Background papers**

- Education Board Terms of Reference
- Appointment of External Representatives to the City of London Education Board

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<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> City of London Scholarship to Commemorate the Irish State Visit 2014	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Summary</b>	
<p>At its meeting on 3 July 2014 the Policy and Resources Committee noted the creation of a scholarship to commemorate the first visit by an Irish Head of State to the United Kingdom and agreed that the newly constituted Education Board would oversee the administration and governance of the scheme. This report outlines the Education Board's proposed role in its award.</p>	
<b>Recommendation(s)</b>	
<ul style="list-style-type: none"> <li>• Members are asked to note the report.</li> </ul>	

## Main Report

### Background

1. In April 2014, Irish President Michal D. Higgins became the first Irish Head of State to make a state visit to the United Kingdom. To mark the occasion – and in light of the City of London Corporation's important links with Northern Ireland through the Honourable Irish Society – it was announced that the City Corporation would establish a scholarship in the field of Anglo-Irish literature.
2. The criteria of the scheme were drawn up using existing best practice from similar schemes. The scholarship will be £25,000 per annum (covering both tuition and living expenses) and will be awarded on the basis of outstanding academic merit and potential.

### Current Position

3. Following the scheme being announced in April 2014, officers are working to establish the scholarship with a view to the first scholar beginning their studies in September 2015. The Lord Mayor will be writing to Provosts of major Irish universities in September 2014 to publicise the scheme, in tandem with officers working with relevant embassies to further highlight the scholarship. A webpage will go live from October 2014 and applications will be accepted from January 2015.
4. An Officer Scholarship Panel will oversee the application process. It will consist of:
  - The Remembrancer
  - The Private Secretary to the Lord Mayor
  - Director of Community and Children's Services
  - Head of Town Clerk's Office
  - Assistant Town Clerk
  - Education Strategy Advisor
  - A leading Anglo-Irish Scholar

5. The Officer Group will meet in May of the awarding year to review applications and choose the successful candidate. A single candidate will be recommended to Members of the Education Board for decision. Following the decision, a report will be drafted for the Policy and Resources Committee for information.

### **Corporate & Strategic Implications**

6. The Anglo-Irish Scholarship meets the strategic aim of *providing valued services to London and the nation* and the key policy priority of *increasing the impact of the City's cultural and heritage offer on the life of London and the nation* set out in the Corporate Plan 2013-17.
7. The Anglo-Irish Scholarship meets the strategic objectives to *promote and support excellent education and access to higher education* and to *explore opportunities to expand the City's education portfolio and influence on education throughout London* set out in the Education Strategy 2013-15.

### **Conclusion**

8. This report outlines the proposed role of the Education Board in overseeing the Anglo-Irish scholarship approved by the Policy and Resources Committee on 3 July 2014 in order to highlight to members of the Board their role in its award.

### **Appendices**

- None

### **Background Papers:**

*City of London Scholarship to Commemorate the Irish State Visit* – Report of the Town Clerk and the Remembrancer to the Policy and Resources Committee – 3 July 2014

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<b>Committee:</b>	<b>Date:</b>
Education Board	11 September 2014
<b>Subject:</b> Actions Taken under Delegated and Urgency Procedure Since the Last Meeting	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Summary</b>	
<p>This report summarises an action taken under delegated authority procedure since the last meeting of the Education Board on 24 June 2014. In summary the Town Clerk exercised delegated authority to recommend the appointment of Jeremy Mayhew CC to the Board of Governors of Prior Weston Primary School to the Court of Common Council at its meeting on 11 September 2014.</p>	
<b>Recommendation(s)</b>	
Members are asked to:	
<ul style="list-style-type: none"> <li>• Note the report.</li> </ul>	

## Main Report

### Background

1. Standing Order 41 of the Court of Common Council allows for decisions to be taken between meetings of Committees. They can be taken if, in the opinion of the Town Clerk it is urgently necessary for a decision to be made, or if the Committee or Sub-Committee have delegated authority to the Town Clerk to make such a decision.
2. If such instances arise, then the powers of the Committee or Sub-Committee may where lawfully possible be exercised by the Town Clerk. Before exercising such power, the Town Clerk must seek and obtain the comments of the Chairman and Deputy Chairman of the Committee or Sub-Committee or, failing either of them, their nominees. Each action or decision shall then be reported to the next meeting of the Committee or Sub-Committee.

### Current Position

3. At its meeting on 24 June 2014 the Education Board delegated authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to seek and submit candidates for the community governor vacancy at Prior Weston Primary School for approval by the Court of Common Council.
4. An application process was conducted by the Town Clerk's Department and Jeremy Mayhew CC was identified as the one suitable candidate for the

governor vacancy. His name was therefore submitted to the Court of Common Council for approval at its meeting on 11 September 2014.

### **Conclusion**

5. This report summarises an action taken under delegated authority procedure since the last meeting of the Education Board on 24 June 2014.

### **Appendices**

- None.

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