



## Nominations Sub (Education Board) Committee

**Date:** THURSDAY, 15 FEBRUARY 2018

**Time:** 2.00 pm

**Venue:** COMMITTEE ROOMS, WEST WING, GUILDHALL, EC2V 5HH

**Members:** Henry Colthurst (Chairman)  
Ann Holmes (Deputy Chairman)  
Christopher Hayward  
Deputy Philip Woodhouse

**Enquiries:** Alistair MacLellan  
[alistair.maclellan@cityoflondon.gov.uk](mailto:alistair.maclellan@cityoflondon.gov.uk)

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

**John Barradell  
Town Clerk and Chief Executive**

# AGENDA

1. **APOLOGIES**

2. **DECLARATIONS**

3. **MINUTES**

To approve the minutes of the meeting held on 29 November 2016.

**For Decision**  
(Pages 1 - 2)

4. **TERMS OF REFERENCE**

To review the terms of reference of the Nominations Sub (Education Board) Committee.

**For Decision**  
(Pages 3 - 4)

5. **QUESTIONS**

6. **ANY OTHER BUSINESS**

7. **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 Part I of Schedule 12A of the Act.

8. **SKILLS MATRIX**

Report of the Town Clerk.

**For Information**  
(Pages 5 - 6)

9. **NON-PUBLIC QUESTIONS**

10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

## NOMINATIONS SUB (EDUCATION BOARD) COMMITTEE

Tuesday, 29 November 2016

**Minutes of the meeting of the Nominations Sub (Education Board) Committee  
held at the Guildhall EC2 at 10.00 am**

### **Present**

#### **Members:**

Deputy Catherine McGuinness (Chairman)    Christopher Hayward  
Henry Colthurst (Deputy Chairman)        Virginia Rounding  
Randall Anderson

#### **Officers:**

Alistair MacLellan                                - Town Clerk's Department  
Mark Emmerson                                    - Education Strategy Director  
Jeanne Barnard                                    - Education Policy Officer  
Tirza Keller                                         - Policy Support Officer

### **1. APOLOGIES**

Apologies were received from Alderman & Sheriff William Russell.

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

Catherine McGuinness declared a non-pecuniary interest in Item 4 (Review of Board Membership) as she was a director on United Westminster Schools, of which Roy Blackwell was Chief Executive.

### **3. MINUTES**

The minutes of the meeting held on 23 June 2016 were approved as a correct record.

### **4. REVIEW OF BOARD MEMBERSHIP**

#### **4.1 Review of Term Limits**

The respective term limits of Roy Blackwell (2017) Helen Sanson (2018) Tim Campbell (2019) and Veronica Wadley (2020) were noted.

#### **4.2 Review of Skills**

Members reviewed a skills matrix for the Board and noted that public relations and communications was an obvious gap in skills.

#### 4.3 **Consideration of Future Membership**

The Chairman noted that co-opted membership of the Board should reflect the three strands of the Education Strategy, and that arguably at the moment a gap existed in the 'Excellent Education' strand.

Members noted that co-opted Members at present offered lot of expertise in skills, an area over which the Board had little control at present.

Members further noted that two Board Members were now Sheriffs and would therefore face time pressures on their respective diaries during 2016/17.

#### 5. **QUESTIONS**

There were no questions.

#### 6. **ANY OTHER BUSINESS**

There was no other business.

#### 7. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

#### 8. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 23 June 2016 were approved as a correct record.

#### 9. **NON-PUBLIC QUESTIONS**

There were no non-public questions.

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

There was no other business.

**The meeting closed at 10.20 am**

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Chairman

**Contact Officer: [alistair.maclellan@cityoflondon.gov.uk](mailto:alistair.maclellan@cityoflondon.gov.uk)**

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

### **Constitution**

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

### **Quorum**

- Any three members.

### **Terms of Reference**

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

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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