

## EDUCATION BOARD

Thursday, 1 July 2021

Minutes of the meeting of the Education Board held virtually  
on Thursday, 1 July 2021 at 11.00 am

### Present

#### Members:

Caroline Haines (Chair)	Benjamin Murphy
Deputy Philip Woodhouse (Deputy Chairman)	Ruby Sayed
Randall Anderson	Rachel Bower
Tijs Broeke	Tim Campbell
Alderman Robert Howard	Deborah Knight
Alderman Nicholas Lyons	Mary Robey

### In Attendance

#### Officers:

Emily Garland	- Town Clerk's Department
Ben Dunleavy	- Town Clerk's Department
Jayne Moore	- Town Clerk's Department
Sarah Phillips	- Town Clerk's Department
Anne Bamford	- Community and Children's Services Department
Daniel McGrady	- Community and Children's Services Department
Gerald Mehrtens	- Community and Children's Services Department
Mark Jarvis	- Chamberlain's Department
James Gibson	- Chamberlain's Department
Jack Joslin	- The City Bridge Trust
Emily Rimington	- Comptroller and City Solicitor's Department
Jake Tibbetts	- Open Spaces

#### Observers:

Mark Emmerson	- City of London Academies Trust
Ian Skinmore	- London Borough of Hackney
Ann Holmes	

### 1. APOLOGIES

Apologies for absence were received from Alderman Sir Peter Estlin, Shravan Joshi and The Rt Hon the Lord Mayor, William Russell.

Mary Robey also gave advance notice that she would be required to leave promptly at 1pm, and Tijs Broeke issued apologies in advance for leaving the meeting early.

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

There were no declarations.

3. **PUBLIC MINUTES**

The public minutes and summary of the meeting held on 20 May 2021 were approved as a correct record.

4. **OUTSTANDING ACTIONS**

Members received a report of the Town Clerk regarding outstanding public actions of the Board.

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

5. **NOMINATIONS SUB-COMMITTEE MINUTES**

The public minutes of the Nominations Sub-Committee meeting held on 15 June 2021 were noted.

The Town Clerk provided a verbal update on the progress of the Nominations Sub-Committee in reviewing the Co-opted Member appointment process. The Board noted that a skills matrix was being developed, from that used by the Board of Governors of the City of London School for Girls, and would be circulated to the Board by the end of July before being submitted to the Board for approval on 9 September 2021.

6. **COVID-19 UPDATE**

The Director of Community and Children's Services was heard relative to the COVID-19 update. The following points were noted:

- On 14 June 2021, it was announced that the current protective measures would continue until at least 19 July. This would coincide with the end of the academic year.
- Recent Public Health England (PHE) data suggested that approximately one in 250 schools had live cases but that this was increasing. Test kits were due to be delivered from 29 June, and information on delivery schedules and refreshed guidance was available on the school or college document sharing platform. Several of the academies were currently experiencing increasing numbers of pupils and teachers absent due to testing positive or being required to self-isolate.
- As a result, the Government had published an updated contingency framework for schools and education settings. This set out the additional control measures that may be implemented if there were local COVID-19 outbreaks, including the temporary reintroduction of face coverings and increased testing.
- PHE had recently published a report on the impact of COVID-19 on London's children and young people. This found that lockdown measures had significant impacts on young people, including mental health, obesity, parental conflict and anxiety, poverty, safeguarding concerns, and social isolation vulnerability and risk. These findings were mirrored in the findings of the City Family of Schools, as reported at the previous Board meetings. Members were once again thanked for the

additional support to address mental health and wellbeing of pupils at these schools.

- On 8 June guidance was released related to appeals to the assessment and awarding process for 2021. All students would have the right to appeal but these applications must be submitted by 16 August 2021.

**RESOLVED**, that the update be received.

## 7. **EDUCATION, CULTURAL AND CREATIVE LEARNING AND SKILLS ANNUAL ACTION PLAN**

Members considered a report of the Director of Community and Children's Services regarding the annual action plan to deliver the City's educational, cultural and creative learning, and skills strategies over the 2021/22 academic year.

Members were reminded that the action plan in Appendix 1 outlined priority actions to be progressed during the 2021/22 academic year, while the actions in Appendix 2 were those which occurred on an annual basis.

A Member enquired as to the role of the Board in promoting and enabling youth voice, as referred to in the report. It was confirmed that the Board did indeed have a role in implementing actions to support youth voice and that the Education Unit were in discussion with the schools on the best forums and platforms for implementing these. A focus was being placed on gaining the views of the young people in the Family of Schools, with an initial focus around the impact of COVID-19. The Chair added that items focusing on oracy and student voice were to be expected at the December Board meeting.

**RESOLVED**, that:-

- The annual action plan for the 2021/22 academic year in Appendix 1, which contains the key programmes and focus of activity to be delivered over the year to meet the aims and outcomes of the Education, Cultural and Creative Learning and Skills Strategies, be approved;
- The annually recurring actions outlined in Appendix 2, which are the 'core business' actions delivered each academic year, be noted.

## 8. **EDUCATION BOARD BUDGET UPDATE**

Members received a joint report of the Director of Community and Children's Services and the Chamberlain regarding the Education Board's Budget update for the 2021/22 Financial Year.

It was again highlighted that there was a predicted overspend on salaries. Officers were looking at mitigating actions and the Board could expect an updated balance sheet in due course.

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

9. **CITY PREMIUM GRANT 2021/22 ALLOCATION TO ACADEMIES**

Members considered a report of the Director of Community and Children's Services regarding the City Premium Grant allocations for 2021/22.

Members noted that an additional paper may be submitted to the September Board meeting due to one academy requiring extra time to submit their bid. Evaluations of the awarded grants and their impact would be received by the Board in December 2022.

A Member enquired about whether funding was ever granted to multi-year projects to which it was confirmed that academies often submitted bids for the same project each year. The Member also highlighted that outcomes of the grants for repeat projects were not included in the report and Members were reassured that detailed scrutiny took place by officers in the Corporation and CoLAT when considering the allocations.

A point was raised about potentially gaining funding for some items, such as coaching for exams, in a regular format rather than on an annual basis due to the ongoing need. The Chair informed the Board that this was being considered as part of the Tomlinson review but that these changes would not be fully implemented until the following academic year.

A Member enquired as to the process for estimating the monetary value of each application. It was noted that an itemised breakdown of estimated spend was required for each application, recognising that on occasion spend was dependent on the need of the incoming students which was difficult to estimate. Actual spend was monitored through mid-year scrutiny meetings with the academies.

Members discussed the potential of using external programmes which offered assistance in facilitating student travel to other countries, in which it was highlighted that while the rewards were lucrative these schemes often remained at a high cost. It was confirmed that the Education Unit continued to monitor these opportunities and highlighted these to all schools. Members noted that the Department for Education were in the process of developing a scheme to replace the Erasmus programme, which the UK no longer qualified for.

**RESOLVED**, that the Board:-

- Approve the release of City Premium Grant funding to City sponsored academies for the academic year 2021/22 (as per Schedule 1 in the report);
- Note that there has been a delay on some applications, and these will be submitted to the Education Board meeting in September 2021, within the allocation envelope for each academy;
- Note that the balance of the core City Premium Grant funding will be rolled into a second, smaller funding round in January 2022 following the school performance scrutiny meetings and based on greatest areas of need;

- Note that the Education Board will receive evaluations of the impact of City Premium Grant funded projects delivered over the 2021/22 academic year at the December 2022 Education Board meeting.

10. **GOVERNOR APPOINTMENTS UPDATE**

Members received a report of the Director of Community & Children's Services regarding an update on Governor Appointments.

A Member informed the Board that there were now two vacancies at City of London Academy Shoreditch Park, despite the report showing one, and offered to forward any information to the relevant officers. Another Member took the opportunity to inform the Board that, contrary to the report, he was no longer a Governor at The City Academy, Hackney.

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

11. **EDUCATION ACTIVITIES UPDATE**

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

Members noted that some dates, included in the provisional calendar at Appendix 1, may be subject to change depending on developments in the COVID-19 pandemic and Government guidelines.

The Chair invited those who wished to attend any listed events to contact the Education Unit.

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

12. **BIODIVERSITY ACTION PLAN**

The Director of Open Spaces was heard relative to the City Corporation's Biodiversity Action Plan.

The City Gardens Manager gave a brief introduction to biodiversity and the City's Biodiversity Action Plan which was due to be approved by the Open Spaces Committee the following week. The plan focused on four themes: open spaces and habitat management, the built environment, education and community engagement, and data collection. The Board was advised that Members and officers could help by establishing the biodiversity on the City's educational sites and look at how this could be improved or better preserved, including reviewing buildings and management processes. Regarding education and community engagement, the Board could have a role in ensuring a greater understanding across the schools and within the community. The officer offered his assistance in supporting the Board and schools in relation to the plan as well as signposting Members to the Biodiversity Action Plan Partnership Group who could provide resources and/or offer opportunities to connect with others for support.

The Chair began the discussion by suggesting the introduction of a termly environment forum, following the format of the other forums already held by the

Education Unit, as well as a student event encouraging the importance of youth voice on the subject and linking with the cross-Corporation work on climate action and sustainability.

A Member also suggested that a gap analysis be undertaken to guide decision making in this area, to which officers in the Education Unit and Open Spaces agreed to collaboratively progress. The Member expressed overall support of the Education Board's involvement in the plan, noting the importance of education in protecting the City's Open Spaces, before asking how best to work with other local authorities to develop a coordinated plan forward. The Board was advised that biodiversity plans differed across local authorities and that the best way forward would be to communicate with the local authorities in question to ascertain how to better collaborate. The Strategy and Skills Director reminded the Board that effective work in this area was already being undertaken and highlighted the importance of collaboration in maximising the benefits of this.

It was highlighted that many of the City's schools are fortunately recently built or developed meaning environmental factors had already been considered. A Member supported this notion highlighting that considering this in planning stages offered greater benefits than retrospectively implementing measures.

The Deputy Chair informed the Board that an invitation was expected to be received for the City Schools to become involved in an upcoming Historic Royal Palaces project focusing on biodiversity and suggested that this be shared with officers from Open Spaces.

A Member enquired as to whether a checklist currently existed to guide the City's schools, who may be dealing with the issue for the first time. It was confirmed that such a targeted resource did not currently exist but that officers could work with those from the Education Unit to develop a checklist appropriate for the schools.

In response to a question regarding the involvement of bio sciences in school subjects, the Board noted that, while becoming involved in some subject areas, there was a recognition that this should be developed across all subject areas including targeted GCSE and A Level options.

**RESOLVED**, that the presentation be received.

13. **SHOREDITCH PARK PRESENTATION**

The Chair invited the Interim Project Manager from London Borough of Hackney to give a presentation providing an update on the Shoreditch Park build. Those who had been involved were thanked for their support in delivering the project.

A Member expressed his appreciation of the build and offered to arrange visits to the new site for any Members who were interested.

**RESOLVED**, that the presentation be received.

**14. PUPIL PLACES AND PROGRESSION PLANNING REPORT**

Members received a report of the Director of Community and Children's Services regarding projections for pupil places across CoLAT Academies.

In introducing the item, the Director of Community and Children's Services highlighted three points:

- The data within the report highlighted a decline in pupil numbers at primary level that would eventually feed through to secondary levels. The City had already taken action regarding this with an application for secondary provision at Shoreditch Park being withdrawn in light of this data.
- Parental preference was an important factor in admission numbers and although this had been positive for many academies, there were some where this was declining. With competition in the area increasing this would need to be prioritised.
- Lower admission numbers were problematic due to the funding received for each pupil. If the number of pupils decreased too significantly, this could result in budgetary cuts which could include a reduction in staff.

Members welcomed the report but felt that the issue should be monitored closely and reported back to the Board again at a later date.

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

**15. ACADEMIES DEVELOPMENT PROGRAMME UPDATE**

Members received a report of the Director of Community and Children's Services relative to the Academies Development Programme update.

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

**16. CULTURAL & CREATIVE LEARNING STRATEGY UPDATE**

Members received a report of the Director of Community and Children's Services providing an update on the delivery of the Cultural and Creative Learning Strategy.

Members were signposted to the short film referenced in the report relative to the Evolve workstream: <https://findfusion.org.uk/listing/creative-careers-in-the-film-industry/>.

A Member expressed her appreciation for the proposals included within the paper and was supportive of the aim to focus on promoting cultural opportunities.

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

17. **TACKLING RACISM TASKFORCE ACTION PLAN UPDATE**

The Director of Community and Children's Services was heard relative to the Tackling Racism Taskforce Action Plan.

The Chief Executive of CoLAT was invited to update the Board on the upcoming Equalities Conference organised by CoLAT. The conference would focus on how to develop the equalities culture across the Trust, including in tackling racism, and would take place once a term going forward.

**RESOLVED**, that the update be received.

18. **LIVERY SKILLS INITIATIVE UPDATE**

Members received a report of the Director of Community and Children's Services relative to progress of the Livery Skills Initiative, including findings of a survey sent to all Liveries and Guilds.

The Deputy Chair began by thanking the officers involved for their work in developing the initiative.

A Member enquired as to how the involvement of excluded students could be achieved. Reassurance was offered that efforts were being made to reach all cohorts of students, including those who had been excluded from main stream schools as well as other hard to reach groups such as SEND or home-schooled students, and an example was provided of the Culture Mile Learning work experience event taking place that week that included many excluded students who had been secured through pupil referral units.

Officers were then asked to confirm how the ongoing impact of these activities on these students could be measured. It was noted that, despite difficulties associated with long term monitoring of students following an activity, efforts were being made to develop a collaborative approach across all levels of education to ensure the ability to monitor progress throughout a student's entire education. The Livery Skills Initiative in particular offered the opportunity to follow the progress of students throughout their education from primary to adult learning.

The Chief Executive of CoLAT informed the Board of an apprenticeship academy programme which focused on identifying students who were at risk of exclusion and offering an alternative to mainstream education which provided support to these students while monitoring any problematic behaviour. The programme had experienced success so far and it was hoped that this could be embedded into all CoLAT schools with the support of the Education Board. The Chair confirmed that support for initiatives such as this were being considered in the Tomlinson Review.

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

19. **LONDON CAREERS FESTIVAL UPDATE**

The Director of Community and Children's Services was heard relative to the London Careers Festival.

Members were informed that the festival had been well attended so far, with the virtual nature providing an unexpected increase in attendees and the sessions delivered so far had received positive feedback. The diversity of speakers was also commended, and the Chair thanked all Members who had provided assistance in delivering the event.

**RESOLVED**, that the update be received.

20. **AWAY DAY (SOCIAL MOBILITY) UPDATE**

The Director of Community and Children's Services was heard relative to the upcoming Education Board away day.

Members were reminded that the away day had been scheduled for 2-5pm on Monday 11 October 2021 at the Newham Collegiate Sixth Form and that the agenda would focus on social mobility across the three strategies. A detailed agenda was due to be provided to Members at the September Board meeting.

**RESOLVED**, that the update be received.

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

There were no questions.

22. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

There were two items of urgent business.

Summer School Programmes

The Chair highlighted King Edward's School Witley's summer school programme which was due to begin the following week with over 160 students attending from the Aldgate and Redriff Schools.

Bursary Discussion

The Deputy Chair invited the Chief Executive of CoLAT to provide an update to the Board regarding the meeting he had requested with the Headmaster of the City of London Freeman's School to discuss the issue of bursaries that had arisen from the Tackling Racism Taskforce action plan at the previous meeting. The pair had met the previous week to discuss the issue and had agreed a way forward.

23. **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.

24. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 20 May 2021 were approved as a correct record.

25. **NON-PUBLIC OUTSTANDING ACTIONS**

Members received a report of the Town Clerk regarding the Board's non-public outstanding actions.

26. **NOMINATIONS SUB-COMMITTEE NON-PUBLIC MINUTES**

The non-public minutes of the Nominations sub-committee meeting held on 15 June 2021 were noted.

27. **COLLEGIATE SIXTH FORM UPDATE**

Members received a report of the Director of Community and Children's Services regarding the collegiate sixth form update and the Chair invited the Chief Executive of CoLAT to address the Board.

*12.51 – Members voted to extend the meeting under Standing Order 40.*

28. **UPDATE ON SCHOOLS FUNDING MODEL CHANGES**

Members received a joint report of the Director of Community and Children's Services and the Chamberlain regarding an update on the progress in implementing the recommendations on school funding, proposed by the Tomlinson Working Party.

29. **EDUCATION CHARITIES REVIEW RECOMMENDATIONS**

Members considered a report of the Managing Director of Bridge House Estates and Chief Charities Officer regarding recommendations resulting from the Charities Review of the City Educational Trust Fund and the City of London Corporation Combined Education Charity.

30. **NON-PUBLIC APPENDIX: ACADEMIES DEVELOPMENT PROGRAMME UPDATE**

The non-public appendix was received in conjunction with the report of the Director of Community and Children's Services at Item 15.

31. **NON-PUBLIC APPENDIX: CITY PREMIUM GRANTS 2021/22 ALLOCATION TO ACADEMIES**

The non-public appendix was received in conjunction with the report of the Director of Community and Children's Services at Item 9.

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

There were no questions.

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

There were no items of urgent business.

**34. TOM PROPOSALS**

Members received a report of the Director of Community and Children's Services outlining the proposals of the department in delivering to the Corporation's Target Operating Model.

**The meeting ended at 1.12 pm**

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Chair

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