

<b>Committee(s):</b> Education Board	<b>Dated:</b> 23 September 2025
<b>Subject:</b> Appointment of Sub-Committees 2025/26 & renewal of term of external co-optee	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	N/A
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b> The Town Clerk	<b>For Decision</b>
<b>Report author:</b> Jayne Moore, Committee and Member Services Officer	

### Summary

This report outlines the terms of reference and composition of these two Sub Committees: Nominations; and Member Development and Standards.

### Recommendation(s)

That the Education Board,

- Review and approve the proposed terms of reference and composition of the Nominations Sub-Committee; and review the proposed terms of reference and composition of the Member Development and Standards Committee for the 2025/26 municipal year;
- Appoint (or re-appoint) two Members of the Education Board to the Nominations Sub-Committee, at least one of whom will be a Court of Common Council Member, to serve alongside the Chair and Deputy Chair of the Education Board;
- Appoint two Members of the Education Board to the Member Development and Standards Committee; and
- Approve the renewal of the term of office of external Member Jane Hindle for a four-year term expiring on 30 October 2029.

## **Main Report**

### **Background**

1. For the 2025-26 period, the Education Board will be appointing to the Nominations Sub-Committee and to the Member Standards and Development Committee.
2. The Nominations Sub Committee usually meets once a year. No meeting dates have yet been agreed for 2025-26.
3. A Member Development Steering Group first agreed its terms of reference in 2003. Following the meeting of the Civic Affairs Sub-Committee on 7<sup>th</sup> October 2022, it was agreed that the group would be revised and renamed to reflect a wider remit and the expansion of membership categories of the Steering Group. The next meeting date for the MSDC is 09 December 2025 at 2pm. There are generally three meetings a year.
4. One of the four external no-opted Members (Jane Hindle) was appointed on 11 October 2024 to complete a term of office begun by former external Member Mary Robey to expire on 20 October 2025, and renewable for a further four years. Members are asked to approve the renewal of that term of office in respect of Jane Hindle for a 4-year period expiring on 30 October 2029.

### **Appendices**

Appendix 1 – Terms of Reference of the Nominations Sub (Education Board) Committee  
Appendix 2 – Terms of Reference of the Member Standards and Development Committee

**Jayne Moore**

Town Clerk's Department

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

**Constitution**

- Chairman and Deputy Chairman of the Education Board.
- Up to two further Members of the Education Board at least one of whom will be a Court of Common Council Member

**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;
- Review the process of advertising, reviewing and shortlisting applications from interested parties who wish to be considered as external members of the Education Board, reporting to the Education Board in due course for approval;
- Make recommendations on the appointment of external candidates to the Education Board;
- Make recommendations to the Education Board on the appointment, where relevant, of Sponsor Trustees to the City of London Academies Trust.

**2024/25 Membership**

Naresh Sonpar  
Caroline Haines  
John Griffiths