

## REPORT TO CABINET

Title: **APPOINTMENT OF LEA REPRESENTATIVES TO GOVERNING BODIES OF SCHOOLS IN THE ROYAL BOROUGH**

Date: 23 April 2009

Member Reporting: Councillor Mrs Quick

Contact Officer(s): Carol Pearce – 01628 796680

Wards Affected: Old Windsor, Hurley & the Walthams, Bray, Ascot & Cheapside, Oldfield, Clewer North, Clewer South, Datchet and Pinkneys Green

### 1. SUMMARY

- 1.1 To consider the vacancies that have arisen or will shortly arise for Local Education Authority (LEA) representatives on school governing bodies within the Royal Borough, and of nominations that have been received, so that appointments may be made.

### 2. RECOMMENDATION: That:

- i) Catherine Chu be appointed to Kings Court First School
- ii) Janet Fenner be appointed to Homer First School
- iii) Lisa Stevenson be appointed to Datchet St Mary's School
- iv) Richard Ryland be appointed to Hilltop First School
- v) David Burbage be reappointed to Braywood First School
- vi) Jennifer Armstrong be reappointed to Knowl Hill School
- vii) John Fido and Ruth Norris be reappointed to Dedworth Middle school
- viii) Brian Couper be reappointed to Cheapside Primary School
- ix) Malcolm Howe be reappointed to Desborough School

### 3. SUPPORTING INFORMATION

#### Background

- 3.1 Applications were received for the following vacancies:

<i>School</i>	<i>Ward</i>	<i>Name</i>
Kings Court First	Old Windsor	Catherine Chu
Homer First	Clewer North	Janet Fenner
Datchet St Mary's	Datchet	Lisa Stevenson
Hilltop First	Clewer South	Richard Ryland

The final approval of which applicant becomes an LEA governor lies with Cabinet.

### 3.2 Wards Affected

Old Windsor, Clewer North, Clewer South and Datchet.

### 3.3 Relevant Matters Upon Which Decision is Based and Reasons Supporting Recommendation

Details of vacancies that have arisen within the borough are given below. Details of candidates seeking appointment are given in the attached Appendix A. All appointments should be made in accordance with the authority's Code of Practice on the Appointment of LEA Governors.

### 3.4 Existing vacancies

On 6<sup>th</sup> March 2009 there were 9 vacancies for LEA governors at schools within the Royal Borough at the following schools:

<u>School</u>	<u>Ward</u>	<u>No. Vacancies</u>
All Saints C.E. Junior	Boyne Hill	1
Braywood C of E First	Bray	1
Clewer Green C of E	Clewer East	1
Cookham Rise Primary	Bisham and Cookham	1
Datchet St Mary's	Datchet	1
Hilltop First	Clewer South	1
Homer First	Clewer North	1
Kings Court First	Old Windsor	1
Oakfield First	Clewer East	1

This represents a vacancy rate of 0.9% of the total number of governors or 5.5% of LEA governors. Ward Councillors for these vacancies have been notified via an e-mail.

### 3.5 Governors Seeking Re-Appointment

The following education LEA governors are about to reach the end of their current term of office and have submitted nomination forms seeking re-appointment for a further term of office.

<b>Governor</b>	<b>School</b>	<b>Seeking Re-Appointment</b>
David Burbage	Braywood First	Yes
Jennifer Armstrong	Knowl Hill	Yes
John Fido	Dedworth Middle	Yes
Ruth Norris	Dedworth Middle	Yes
Brian Couper	Cheapside Primary	Yes

Malcolm Howe	Desborough	Yes
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### 3.6 Future vacancies

LEA governors at the following schools will reach the end of their current term of office before the end of June 2009. Letters are sent to each governor inviting them to apply for re-appointment. Applications are invited from Members and other interested individuals for consideration for these positions at the time of the next report.

#### Current representatives

<u>School</u>	<u>Ward</u>	<u>Term Office End</u>	<u>Resubmitting</u>
Knowl Hill	Hurley & the Walthams	10/04/2009	Yes
Braywood First	Bray	17/04/2009	Yes
Cheapside	Ascot & Cheapside	23/04/2009	Yes
Desborough	Oldfield	25/05/2009	Yes
Dedworth Middle	Clewer North	31/05/2009	Yes
Dedworth Middle	Clewer North	31/05/2009	Yes
Courthouse	Pinkneys Green	28/06/2009	No

## 4. **OPTIONS AVAILABLE AND RISK ASSESSMENT**

Under the Authority's Code of Practice, nominations will only be considered if submitted on the appropriate application form prior to a published closing date. Appointments to fill any of the vacancies in this report can only be made from the nominations listed in the schedule at Appendix A.

### 4.1 **Options**

	<b>Option</b>	<b>Comments</b>	<b>Financial Implications</b>
1.	To select an appropriate applicant from those included to be recruited to the corresponding vacancy.	If it is deemed that the skills and knowledge of the applicant meet the needs of the schools it will be an advantage to the governance resource of that school to endorse the application immediately.	Revenue Capital
2.	To defer some/all appointments to a future meeting.	Members select applications for recruitment at alternate	Revenue Capital

	Option	Comments	Financial Implications
		Cabinet meetings. This means that a delay could add a further two months to the application process. The DCSF recommend that appointments should normally be made to fill vacancies within three months.	
3.	To reject some/all applications.	Members have the right to reject applications. This would be on the basis that the applicant's skills and knowledge will not support the school and does not fit with the current required need.	

## 4.2 Risk assessment

4.2.1 The risk assessment identified the role of a focused, continual marketing campaign to attract applications, to ensure a diverse choice of applicants for Members final decision.

### 4.2.2 Reasons Supporting Recommendation

Under the Authority's Code of Practice, schools have the right to advise the authority of their governing body's needs in terms of balance of skills, gender or any other consideration for the good of the school, and to submit names for consideration.

If the person appointed does not match the specified needs of the governing body and/or the governing body's preferred candidate is rejected, the governing body may request the authority to give its reasons.

Candidates have the right to decline an appointment if it does not meet their preferences

### 4.2.3 Relevant National/Regional Guidance

The DCSF has now issued guidance on the governance constitution regulations as mentioned in paragraph 5.2 below.

The appointment of school governors contributes to the Community Strategy in the following ways: it supports the three guiding principles of working together, leaving no-one behind and involving people. Those appointed as school governors can support schools to address three of the five key themes, namely learning for life, being safe and secure and caring and health.

## 5. CONSULTATIONS CARRIED OUT

- 5.1 Governing bodies are invited to comment on candidates' suitability for re-appointment and to submit nominations to fill these and any casual vacancies that arise. Where a school has expressed a view, this is noted in the candidate's details, as listed in Appendix A.
- 5.2 Following the closing date for receipt of applications, those applicants who have not requested one particular school are matched to current vacancies, taking account of a variety of factors including any expressed requirements or preferences of both schools and candidates, and the proximity of a school to a candidate's home or business address. As far as possible, schools and applicants are then contacted to discuss the options available and to ascertain that they have no objection to the recommendation proposed.

## 6. COMMENTS FROM OVERVIEW AND SCRUTINY PANEL

6.1

## 7. IMPLICATIONS

The following implications have been addressed where indicated below.

Financial	Legal	Human Rights Act	Planning	Sustainable Development	Diversity & Equality
N/A	✓	✓	N/A	✓	✓

Background Papers:

Code of Practice for the Appointment of Education Authority Governors

## APPENDIX A

### DETAILS OF CANDIDATES LISTED IN ORDER OF SCHOOLS

#### Criteria for Appointment

LEA governors will be chosen on the basis of the contribution they can bring to a school in terms of their skills and experience as specified in their nomination form, taking account of any supporting information provided by the candidate or by the school.

CATHERINE CHU KINGS COURT FIRST SCHOOL ONE APPOINTMENT	Previous Experience	Mrs Chu works for a multi-national organisation where she is constantly required to translate vision in to clear strategies and specific priorities. Mrs Chu is also involved in data analysis and working under pressure to deadlines.
	Reason for Application	Mrs Chu would like to apply these skills to Kings Court governing body and provide a service to the children and parents in the local community.
	Other relevant information	The school supports this application.
JANET FENNER HOMER FIRST SCHOOL ONE APPOINTMENT	Previous Experience	Mrs Fenner has worked at Homer First School for nearly 20yrs as a teacher, Deputy Head and for the final year, prior to retirement, as Acting Headteacher. Mrs Fenner has also been a staff governor on Homer First's governing body.
	Reason for Application	Mrs Fenner would like to maintain her involvement with the school and believes she has valuable skills and experiences to offer. These skills include; management, communication, data analysis, teaching methods and budgets.
	Other relevant information	The school supports this application.

LISA STEVENSON DATCHET ST MARY'S SCHOOL ONE APPOINTMENT	Previous Experience	Mrs Stevenson has extensive business and human resources experience gained in a variety of international contexts as well as within the UK. Mrs Stevenson has also run her own business so is familiar with budgets, coaching and general management.
	Reason for Application	Mrs Stevenson is very interested in supporting local schools and feels her skills are transferable to a school environment.
	Other relevant information	The school supports this application.

RICHARD RYLAND HILLTOP FIRST SCHOOL ONE APPOINTMENT	Previous Experience	Mr Ryland currently works as an Area Manager so has experience of covering a large area and ensuring company strategies and plans are met accordingly. This role also involves making commercial decisions on a daily basis, working to a schedule and having excellent communication skills. Mr Ryland has experience of the education system from his own children and his sister is a teacher.
	Reason for Application	Mr Ryland understands the importance and significance of learning and the impact that the early years can have later in life. Mr Ryland believes he has the necessary skills to work with Hilltop's governing body.
	Other relevant information	The school supports this application.

CLLR DAVID BURBAGE BRAYWOOD FIRST SCHOOL RE-APPOINTMENT	Previous Experience	
	Reason for Application	Cllr Burbage would like to continue representing the LEA and understands issues surrounding primary education.
	Other relevant information	The school supports this application.

JENNIFER ARMSTRONG KNOWL HILL SCHOOL RE-APPOINTMENT	Previous Experience	Mrs Armstrong has served several terms with Knowl Hill and worked on various committees and acted as Special Educational Needs (SEN) governor. Outside of governing body experience Mrs Armstrong has 20yrs finance experience, management experience and high standards of communication skills in all forms.
	Reason for Application	Mrs Armstrong would like to continue working with Knowl Hill's governing body.
	Other relevant information	Mrs Armstrong regularly attends governor training sessions. The school supports this application.

CLLR JOHN FIDO DEDWORTH MIDDLE SCHOOL RE-APPOINTMENT	Previous Experience	Cllr Fido has been a governor with Dedworth Middle for 4yrs and also serves on the governing body for St Edwards RF Middle School. Cllr Fido has an excellent background to education practices as his wife was a Deputy Headteacher and his daughter is currently a Headteacher.
	Reason for Application	Cllr Fido has enjoyed his term of office and believes he has made significant contributions to the school. Cllr Fido currently serves on the Resources Committee where his business background and responsibility for £1m+ budgets contributes to the school's growing financial stability.
	Other relevant information	Cllr Fido regularly attends governor training sessions. The school supports this application.

RUTH NORRIS DEDWORTH MIDDLE SCHOOL RE-APPOINTMENT	Previous Experience	Mrs Norris has been a governor at Dedworth Middle since 1995 and has been Chair for three years. Mrs Norris previously worked as a teacher so has a good understanding of the education sector including different ways children learn and different approaches to improving behaviour. Mrs Norris also has experience of IT, teamwork and organisation through her involvement with her church.
	Reason for Application	Mrs Norris would like to continue her term of office with Dedworth Middle School.
	Other relevant information	Mrs Norris regularly attends governor training sessions. The school supports this application.

BRIAN COUPER CHEAPSIDE PRIMARY SCHOOL RE-APPOINTMENT	Previous Experience	Mr Couper has been a governor with Cheapside for 4yrs and has recently been elected chair of the governing body. Mr Couper has over 20yrs IT, sales and marketing experience and also has qualitative and quantitative analytical skills, an understanding of key stages 1 and 2, SEN processes and risk assessments involved with budgets.
	Reason for Application	Mr Couper would like to continue his service to the local primary school and continue in his role as chair of governors.
	Other relevant information	Through Mr Couper's employment he has access to IT and Safe Internet Usage materials for dissemination through RBWM schools. Mr Couper regularly attends governor training sessions. The school supports this application.

MALCOLM HOWE DESBOROUGH SCHOOL RE-APPOINTMENT	Previous Experience	Dr Howe has been a governor since the 1970's and has been a governor at Desborough since 2003. Dr Howe is currently Vice Chair for the governing body and is actively involved in committee work including chairing the finance and property management committee. With so many years experience as a governor and with business experience, Dr Howe has a large array of skills including; experience in law, good communication, dealing with budgets and maintenance of buildings.
	Reason for Application	Dr Howe would like to continue his roles on Desborough's governing body.
	Other relevant information	Dr Howe has attended governor training sessions.

