

## REPORT TO CABINET

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

Date: 25 June 2009

Member Reporting: Councillor Mrs Quick

Contact Officer(s): Carol Pearce – 01628 796680

Wards Affected: Bisham & Cookham, Boyne Hill, Oldfield, Clewer North, Hurley & the Waltham, Castle Without, Eton Wick 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) John Rollason be appointed to Cookham Rise;
- ii) Suzanne Garner be appointed to All Saints;
- iii) Karen Whitby be appointed to Courthouse;
- iv) Vivien Williams be reappointed to Oldfield;
- v) Ralph Hinchliffe be reappointed to Newlands;
- vi) Lisa Knill and Myles Woodhouse be reappointed to White Waltham;
- vii) William Cooley be reappointed to Eton Wick;
- viii) Edwin Rodbard-Brown be reappointed to Dedworth Green First;
- ix) Peter Smith be re-appointed to Windsor Boys’;
- x) Derek Wilson be re-appointed to Desborough.

#### 3. SUPPORTING INFORMATION

##### Background

- 3.1 Applications were received for the following vacancies:

<i>School</i>	<i>Ward</i>	<i>Name</i>
Cookham Rise Primary	Bisham and Cookham	John Rollason
All Saints C.E Junior	Boyne Hill	Suzanne Garner
Courthouse Junior	Pinkneys Green	Karen Whitby

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

### 3.2 Wards Affected

Bisham and Cookham, Boyne Hill and Pinkneys Green

### 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 8<sup>th</sup> May 2009 there were 6 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
Courthouse Junior	Pinkneys Green	1
Oakfield First	Clewer East	1

This represents a vacancy rate of 0.6% of the total number of governors or 4.2% 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>
Vivien Williams	Oldfield Primary	Yes
Peter Smith	Windsor Boys'	Yes
Ralph Hinchliffe	Newlands Girls'	Yes
Derek Wilson	Desborough	Yes
Edwin Rodbard-Brown	Dedworth Green First	Yes
William Cooley	Eton Wick First	Yes

Lisa Knill	White Waltham	Yes
Myles Woodhouse	White Waltham	Yes

### 3.6 Future vacancies

LEA governors at the following schools will reach the end of their current term of office before the end of August 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>
Desborough	Oldfield	27/07/2009	Yes
Dedworth Green First	Clewer North	31/08/2009	Yes
Oldfield	Oldfield	31/08/2009	Yes
White Waltham	Hurley & the Waltham	31/08/2009	Yes
White Waltham	Hurley & the Waltham	31/08/2009	Yes
Windsor Boys'	Castle Without	31/08/2009	Yes
Eton Wick	Eton Wick	31/08/2009	Yes
Newlands	Pinkneys Green	31/08/2009	Yes

## 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	Revenue Capital

	Option	Comments	Financial Implications
		governance resource of that school to endorse the application immediately.	
2.	To defer some/all appointments to a future meeting.	Members select applications for recruitment at alternate 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.	Revenue Capital
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**

The Panel agreed that many of the candidates were of a high calibre. The Panel unanimously agreed that the appointments should be endorsed, with the exception of four candidates, where they made the following comments:

Concern was expressed that Peter Smith had not received support from the school. The Panel requested that the reasons why they did not support the application should be sought in advance of Cabinet considering this appointment.

The Panel was puzzled by the comments from the school in relation to Councillor D Wilson. They considered that these should be clarified in advance of the Cabinet meeting and also queried whether the views expressed were fully representative of the school. Support for Councillor Wilson's re-appointment was expressed, based on the information provided and Councillors' knowledge of Councillor Wilson.

Concern was expressed that the school had supplied no comments in relation to William Cooley. The Panel requested that these should be sought, and provided to Cabinet, in advance of considering this appointment.

- 6.1 **In relation to Myles Woodhouse the Panel endorsed the appointment but recorded their slight disappointment that whilst he had ticked all the experience/skills boxes, he had failed to provide written examples.**

## 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.

JOHN ROLLASON COOKHAM RISE PRIMARY SCHOOL ONE APPOINTMENT	Previous Experience	Mr Rollason has excellent communication and presentation skills and regularly analyses data as part of his Business Consultant role.
	Reason for Application	Mr Rollason did not have a positive experience at school and would like to apply what he has learnt from this experience to help a governing body focus the school's interests to provide every child with the opportunity to learn.
	Other relevant information	The school supports this application.

SUZANNE GARNER ALL SAINTS JUNIOR SCHOOL ONE APPOINTMENT	Previous Experience	Mrs Garner is a Company Director and has a vast array of experience ranging from recruitment, managing budgets and business, sales and marketing plans. Mrs Garner also has experience of reading working drawings, specifying materials and overseeing build on site for interiors.
	Reason for Application	Mrs Garner has realised the potential benefit to schools through parental and individual involvement when strategic plans, creative thinking and an ability to communicate on different levels are combined. Mrs Garner would like to help implement and challenge strategies with the sole objective of being for the best interest of the pupils and parents.
	Other relevant information	The school support this application.

KAREN WHITBY COURTHOUSE JUNIOR SCHOOL ONE APPOINTMENT	Previous Experience	Miss Whitby has worked in the education sector for the past 10yrs as an educational researcher and manager at a large educational charity. Through this work Miss Whitby is adept at analysing and utilising both qualitative and quantitative data. Miss Whitby also has a thorough knowledge of the government requirements for the primary curriculum, including the recommendations of the Rose Review.
	Reason for Application	Miss Whitby would like to share the skills and knowledge she has acquired to help a school in her local community.
	Other relevant information	The school supports this application.

VIVIAN WILLIAMS OLDFIELD PRIMARY SCHOOL RE-APPOINTMENT	Previous Experience	Mrs Williams has been a governor with Oldfield since 1996 and is currently chair for the governing body. Mrs Williams has built up a great knowledge of the school and how a governing body operates through her time at Oldfield and previous teaching experience.
	Reason for Application	Mrs Williams would like to continue working with Oldfield as she has a genuine interest in education.
	Other relevant information	The school support this re-appointment.

RALPH HINCHLIFFE NEWLANDS GIRLS' SCHOOL RE-APPOINTMENT	Previous Experience	Mr Hinchliffe has been a governor with Newlands for 24 years and is currently the chair for the Sites and Buildings committee. Mr Hinchliffe has a range of relevant experience including dealing with budgets, planning and maintenance of buildings and strategic thinking.
	Reason for Application	Mr Hinchliffe would like to continue working with Newlands to ensure the school maintains its high standards and help to improve on them.
	Other relevant information	Mr Hinchliffe regularly attends training sessions. The school support this re-appointment.

PETER SMITH WINDOR BOYS' SCHOOL RE-APPOINTMENT	Previous Experience	Mr Smith has been a governor with Windsor Boys' since 1968. Through his governorship, previous work as a councillor and his career, Mr Smith has developed a variety of skills that would benefit a governing body.
	Reason for Application	Mr Smith believes people should engage with their local community, which is why he would like to continue his involvement with Windsor Boys' governing body. Mr Smith also adds that he is still learning and happy to contribute.
	Other relevant information	The school do not support this re-appointment as they feel it is a good opportunity to change the balance of skills on the governing body and get some 'new blood' in.

CLLR DEREK WILSON DESBOROUGH SCHOOL RE-APPOINTMENT	Previous Experience	Cllr Wilson has been a governor with Desborough since 2005 and currently chairs a sub committee of the property working group. Cllr Wilson has experience of working with plans to fit the vision and aims of the school and Local Authority, dealing with budgets and recruitment and management of people.
	Reason for Application	Cllr Wilson has a keen interest in education and represents his residents who have children at the school, as well as representing the school through the Local Authority.
	Other relevant information	The GB appreciate the efforts on behalf of the school but understand pressure Cllr Wilson is under to attend other meetings which mean he can not attend all meetings or attend meetings in their entirety. As apologies have not always been received for absence this has had a negative impact on certain agenda items. The Chair does recognise Cllr Wilson's dedication to the school and would suggest his skills are better utilised as an Associate Member on the governing body instead.

EDWIN RODBARD-BROWN DEDWORTH GREEN FIRST SCHOOL RE-APPOINTMENT	Previous Experience	Mr Rodbard-Brown has been a governor since 1990 and has served on the governing body of Dedworth Green for 9 years. Through his work as a governor Mr Rodbard-Brown has experience of working on budgets, recruitment and management of people, maintenance of buildings and understanding different ways children learn.
	Reason for Application	Mr Rodbard-Brown wishes to continue his support for local education by using his experience of many years.
	Other relevant information	The school support this re-appointment.

WILLIAM COOLEY ETON WICK FIRST SCHOOL RE-APPOINTMENT	Previous Experience	Mr Cooley has been a governor with Eton Wick for nearly 40yrs and has served with other governing bodies over the past 30yrs as well. Mr Cooley has been vice-chair and chair of Eton Wick and is currently chair of the finance committee.
	Reason for Application	Mr Cooley attended the school as a boy and has been very committed to the school over the past 40yrs so would like to continue as LEA governor.
	Other relevant information	The school support this re-appointment.

LISA KNILL  WHITE WALTHAM C of E PRIMARY SCHOOL  RE-APPOINTMENT	Previous Experience	Mrs Knill has been a governor with White Waltham since 1993 and currently serves as chair of the governing body. Mrs Knill has a range of experience including appointing a new Headteacher, planning and maintenance of buildings, understanding different ways children learn and dealing with children who have special needs.
	Reason for Application	Mrs Knill would like to renew her governorship for a further period.
	Other relevant information	The school support this re-appointment.

MYLES WOODHOUSE  WHITE WALTHAM C of E PRIMARY SCHOOL  RE-APPOINTMENT	Previous Experience	Mr Woodhouse has been a governor at White Waltham for 20yrs and currently chairs the staffing committee, which has seen him involved with the appointment of the new Headteacher. During his 20yrs service Mr Woodhouse has built up a range of experiences.
	Reason for Application	Mr Woodhouse is keen to continue supporting the school especially at this 'exciting' time due to the new Headship.
	Other relevant information	The school support this re-appointment.