

REPORT TO CABINET

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

Date: 27 August 2009

Member Reporting: Councillor Mrs Quick

Contact Officer(s): Carol Pearce – 01628 796680

Wards Affected: Bray, Boyne Hill, Sunningdale and Maidenhead Riverside

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 Janet Blackburn be appointed to Braywood First School and Christopher Gregory be re-appointed to St Edmund Campion School.**

3. SUPPORTING INFORMATION

Background

3.1 Applications were received for the following vacancies:

<i>School</i>	<i>Ward</i>	<i>Name</i>
Braywood First School	Bray	Janet Blackburn

An expression of interest has been made from Patricia Capp for Ellington school. An application is expected for the next report.

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

3.2 Wards Affected
Bray

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 7th July 2009 there were 3 vacancies for LEA governors at schools within the Royal Borough at the following schools:

<u>School</u>	<u>Ward</u>	<u>No. Vacancies</u>
Braywood C of E First	Bray	1
Clewer Green C of E	Clewer East	1
Oakfield First	Clewer East	1

This represents a vacancy rate of 0.3% of the total number of governors or 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.

Governor	School	Seeking Re-Appointment
Christopher Gregory	St Edmund Campion	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 October 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>
St Edmund Campion	Boyn Hill	25/09/2009	Yes
Charters	Sunningdale	04/09/2009	No
Ellington Primary	Maidenhead Riverside	21/09/2009	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

	Option	Comments	Financial Implications
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 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

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 The Panel welcomed the low governor vacancy rates.

The Panel expressed slight concern that Christopher Gregory had not fully completed the form.

One member asked why Janet Blackburn had taken early retirement. Others queried if that was relevant. Members requested that the information be supplied to Cabinet, but only if it was a reasonable question to ask.

Members also requested that the Cabinet reports be made Part II in future. This would enable the Scrutiny Panel and Cabinet to have more robust/in-depth discussion about the backgrounds of the candidates.

Subject to the inclusion of the above comments, the Panel endorsed the report and the recommended appointments.

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.

JANET BLACKBURN BRAYWOOD FIRST SCHOOL ONE APPOINTMENT	Previous Experience	Mrs Blackburn is a retired senior teacher with a wealth of education experience that includes managing and interviewing staff, working as the early years co-ordinator and special education needs co-ordinator (SENCO). Mrs Blackburn also served as a staff governor at her previous school.
	Reason for Application	Mrs Blackburn has taken early retirement and is keen to get involved with the local community. Mrs Blackburn feels she can offer her experiences to the benefit of the local school.
	Other relevant information	The school support this application.
CHRISTOPHER GREGORY ST EDMUND CAMPION PRIMARY SCHOOL RE-APPOINTMENT	Previous Experience	Mr Gregory has been a governor at St Edmund Campion since 2001.
	Reason for Application	Mr Gregory would like to continue supporting the school.
	Other relevant information	Due to work commitments and annual leave Mr Gregory has not had enough time to fully complete his form. The school support this re-appointment.

Appendix B

Governor Services monitors all governing body vacancies, including LEA governors, and email Members when a vacancy occurs to ensure that all interested parties are able to make their applications. The closing date for applications is two weeks before the Overview and Scrutiny Panel meeting prior to the Cabinet meeting at which appointments will be considered.

When an application is received a meeting is arranged with the applicant and the school (Chair or Head to be present). Comments are then recorded from the school regarding the support, or not support, for the applicant and added to appendix A.