

## REPORT TO CABINET

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

Date: 22 October 2009

Member Reporting: Councillor Mrs Quick

Contact Officer(s): Carol Pearce – 01628 796680

Wards Affected: Maidenhead Riverside, Sunningdale, Bisham and Cookham, Clewer East, Castle Without, Pinkneys Green, Oldfield and Park.

### 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) **Patricia Capp be appointed to Ellington**
- ii) **George Midgley be appointed to Charters**
- iii) **Phillip Bicknell be appointed to Trevelyan**
- iv) **Michael John Saunders be appointed to Cookham Rise**
- v) **Angela Bristow be reappointed to the Lawns**
- vi) **Ann Kerrison be reappointed to Trinity St Stephen**
- vii) **Dinah Mair be reappointed to Newlands**
- viii) **David Cox be reappointed to Trevelyan**
- ix) **Joy Jones be reappointed to Desborough**
- x) **David Roberts be reappointed to Holyport Manor.**

### 3. SUPPORTING INFORMATION

#### Background

3.1 Applications were received for the following vacancies:

<i>School</i>	<i>Ward</i>	<i>Name</i>
Ellington Primary	Maidenhead Riverside	Patricia Capp
Charters	Sunningdale	George Midgley
Trevelyan Middle	Park	Phillip Bicknell
Cookham Rise	Bisham and Cookham	Michael John Saunders

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

### 3.2 Wards Affected

Maidenhead Riverside, Sunningdale, Park and Bisham and Cookham.

### 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 Appendix A along with full application forms, both of which are published in Part II, in accordance with the Data Protection Act 1998. 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 7<sup>th</sup> September 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>
Charters	Sunningdale	1
Clewer Green C of E	Clewer East	1
Cookham Rise Primary	Bisham and Cookham	1
Ellington Primary	Maidenhead Riverside	1
Oakfield First	Clewer East	1
Trevelyan Middle	Park	1

This represents a vacancy rate of 0.6% of the total number of governors or 4.1% 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>
Angela Bristow	Lawns Nursery	Yes
Ann Kerrison	Trinity St Stephen	Yes
Dinah Mair	Newlands Girls'	Yes
David Cox	Trevelyan Middle	Yes

Joy Jones	Desborough	Yes
David Roberts	Holyport Manor	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 December 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>
Angela Bristow	Clewer East	23/11/2009	Yes
Ann Kerrison	Castle Without	23/11/2009	Yes
Dinah Mair	Pinkneys Green	23/11/2009	Yes
David Cox	Park	6/11/2009	Yes
Joy Jones	Oldfield	23/11/2009	Yes
David Roberts	Bray	23/11/2009	Yes
David Pearse	Bisham and Cookham	23/11/2009	No*

\*Mr Pearse resigned at the end of term 6 when re-appointment letters were sent.

## 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

	<b>Option</b>	<b>Comments</b>	<b>Financial Implications</b>
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 endorsed the recommended appointments with the exception of Joy Jones and David Roberts. In both cases they recommended that the applicants be contacted urgently to improve the information on the forms in advance of the Cabinet meeting. If the re-submitted forms were not forthcoming they recommended that Cabinet decline the applications, and invite re-submissions of the forms for consideration at a later date.

The Panel expressed a general concern about lack of information on application forms and asked Cabinet to consider a recommendation to Governor Services that applications should not be considered by Cabinet/Scrutiny until Officers were satisfied that an adequate level of information had been given. Some members also queried why the occupation of applicants had been redacted.

## 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

