

REPORT TO CABINET

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

Date: 17 December 2009

Member Reporting: Councillor Mrs Quick

Contact Officer(s): Carol Pearce – 01628 796680

Wards Affected: Cox Green, Oldfield, Clewer East, 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 all applications are fully considered and the most suitable applicants are appointed or reappointed.

3. SUPPORTING INFORMATION

Background

- 3.1 Applications were received for the following vacancies:

<i>School</i>	<i>Ward</i>	<i>Name</i>
Lowbrook Primary	Cox Green	Patricia Capp
Desborough	Oldfield	Gemma Buttimer
Desborough	Oldfield	Zahid Aziz
Clewer Green C of E	Clewer East	Sohie Comas
Trevelyan Middle	Park	Paul Mason

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

- 3.2 Wards Affected

Cox Green, Oldfield, Clewer East, Park

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. Full details of candidates seeking appointment are given 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 4th November 2009 there were 10 vacancies for LEA governors at schools within the Royal Borough at the following schools:

<u>School</u>	<u>Ward</u>	<u>No. Vacancies</u>
Clewer Green C of E	Clewer East	1
Dedworth Middle	Clewer North	1
Desborough	Oldfield	1
Furze Platt Infant	Furze Platt	1
Hilltop First	Clewer South	1
Holy Trinity Cookham	Bisham & Cookham	1
Knowl Hill CE Primary	Hurley & the Waltham	1
Lowbrook Primary	Cox Green	1
Oakfield First	Clewer East	1
Trevelyan Middle	Park	1

This represents a vacancy rate of 1.1% of the total number of governors or 7% 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
Paul Longstaff	St Francis	Yes
Simon Douglas-Lane	Wraysbury Primary	Yes
Lesley West	Wraysbury Primary	Yes
Alistair Niven	The Royal	Yes
Richard Pratt	Eton Porny	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 February 2010. 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>Name</u>	<u>Term Office End</u>	<u>Resubmitting</u>
Wraysbury Primary	Lesley West	26/01/10	Yes
Wraysbury Primary	Donald Gregory	31/12/09	No
Wraysbury Primary	Simon Douglas-Lane	31/12/09	Yes
The Royal	Alistair Niven	23/01/10	Yes
Oakfield First	Edwin Morley	31/12/09	No
St Francis Primary	Paul Longstaff	25/01/10	Yes
Eton Porny First	Richard Pratt	25/01/10	Yes
Bisham Primary	Martin Unsworth	25/01/10	
Cookham Dean Primary	Keith Miller	28/02/10	

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.

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	Revenue Capital

	Option	Comments	Financial Implications
		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

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 Part II.

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 All applications were endorsed by the Panel. Additional comments from the Panel are supplied in the Part II section of this report.
- 6.2 It was noted that Gemma Buttimer and Zahid Aziz had applied for a single vacancy at Desborough School. The Panel endorsed the applications of both candidates and expressed a hope that the unsuccessful candidate could be directed towards other current vacancies in the Borough.

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