

Item No.	Classification: Closed	Date: 16 September 2010	Meeting Name: Dulwich Community Council
Report title:		Appointment of LA Representative School Governors	
Ward(s) or groups affected:			
From:		Christine McInnes, Assistant Director Leadership & Learning Services	

RECOMMENDATIONS

1. To agree the appointment of nominees from Governor Development (GD), as set out in the appendices, to serve as local authority school governors

BACKGROUND INFORMATION

2. Community Councils have the authority to appoint and re-appoint school governors to serve as LA appointees on the governing bodies of primary and nursery schools in Southwark, in line with the process approved at the meeting of the Children's Services and Education Scrutiny Sub-Committee held on 7 March 2007 and as set out in Part 3H of the Council's constitution.
3. Officers routinely inform applicants, governing bodies, school staff and other enquirers about the process for appointing school governors. Applicants are sought by GD from as diverse a range of applicants as possible.
4. All new applicants are asked to complete a self nomination form and to confirm that they are eligible for appointment.
5. There are two types of application form, both having equal status:
 - issued by GD to applicants, or downloaded by them from Southwark's website; and
 - issued by the School Governors' One Stop Shop, a charitable organisation dedicated to recruiting volunteers with management experience throughout England.
6. The number of local authority and other categories of school governor are specified in a governing body's Instrument of Government. Governors are appointed for a four year term of office and may be re-appointed for further four year terms of office. They may resign at any time.
7. In extreme circumstances, if an appointment has proved to be inappropriate, it may be removed.
8. Those seeking re-appointment are asked to complete a self nomination form, giving them the opportunity to update information about their skills and abilities and to confirm that they remain eligible to serve.

9. Following the expiration of the call-in time limit, the names of those approved by elected members are sent a formal appointment letter and induction pack by the clerk.
10. Local authority training is provided to support and develop school governors and new appointees are encouraged to attend induction training, which is to a national standard and well regarded.
11. Elected members may request officers to attend a community council meeting if there is a particular problem or concern that needs to be clarified through the provision of additional information.
12. Members who wish to view the register of current applicants in advance of the meeting are invited to contact Pam Rayment, GD, on 020 7525 5114.

KEY ISSUES FOR CONSIDERATION

Appointment Process

13. GD staff endeavour to find a good “match” in terms of the skills and knowledge required by governing bodies and those of applicants. To that end, the relevant clerk contacts potential candidates before submitting their application to the community council with a view to establishing whether the candidate is able to travel to the school conveniently, their flexibility, understanding of the time commitment and support required, and to explain the appointment process. Candidates are usually invited to look at the most recent Ofsted report and other information in the public domain to assist them in making a decision.
14. Governing body chairs will normally be asked for information about the strengths and weaknesses of the school and governing body (possibly based on their self-evaluation form). In a minority of cases, it may be necessary for the local authority to determine the necessary skills and abilities required to strengthen a governing body.
15. For new appointments, GD will provide two or more candidates for each vacancy where there are sufficient suitable applicants available who meet the criteria.
16. For re-appointments, in the case of a valued governor whom a governing body wishes to retain, only that applicant will normally be put forward. There will be occasions when an alternative applicant is also submitted due to other information available to GD.
17. Details of nominees are provided by GD to community council liaison officers and the community council Chair determines the appropriate agenda.
18. GD will provide an overall summary for each community council meeting. Each nomination will be accompanied by a covering form detailing

New appointments. The governing body’s requirements, information on the skills match, the reason(s) why the candidate(s) is thought to be suitable and the reason for the number of candidates put forward for a vacancy(ies)

Re-appointments. The governing body’s requirements, a summary of the nominee’s attendance at governing body meetings during the previous twelve months, and their contribution to the governing body.

Other factors for consideration

19. Elected members have previously made decisions about governor appointments according to at least one of the following criteria:
- a) the applicant has given evidence of interest in and/or involvement in the social and/or educational community in Southwark or other educational environments
 - b) the applicant's skills and experience would benefit a governing body and/or school; or, on occasion, that they would strengthen a governing body, particularly when the local authority has concerns, or a school is in special measures
 - c) the applicant has been specifically requested by a governing body
 - d) a preference has been expressed by the applicant to serve as a governor of a particular school, or type of school, or in a specific geographical area.

Community Impact Statement

20. There are no specific community impact issues arising from the recommendations.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
None		

APPENDICES

No.	Title
Appendix 1	Summary Sheet
Appendix 2	Application Forms
Appendix 3	Supporting Statements

AUDIT TRAIL

Lead Officer	Christine McInnes, Assistant Director Leadership, Innovation & Learning Services	
Report Author	David Lister, Governor Development Manager	
Version	Final	
Dated	8 June 2010	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES		
Officer Title	Comments Sought	Comments included
Strategic Director of Communities, Law & Governance	No	No
Finance Director	No	No
Date final report sent to Constitutional Support Services	8 June 2010	