



Democratic Services

Location: Phase II
Ext: 0692
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My Ref: NF

**To: COUNCILLOR SUSAN O'BRIEN
CABINET MEMBER FOR FAMILIES, EDUCATION
AND WELLBEING**

c.c. All Members of Executive Scrutiny Committee
c.c. Dan Kennedy, Director - Housing, Environment,
Education, Performance, Health & Wellbeing
c.c. Chairman of the Families, Health and Wellbeing
Select Committee
c.c. Mr Tony Little
c.c. Ward Councillors for South Ruislip
c.c. Conservative and Labour Group Offices
(inspection copy)

Date: 15 July 2021

Non-Key Decision request

Form D

VARIATION OF INSTRUMENT OF GOVERNMENT - BOURNE PRIMARY SCHOOL

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Friday 23 July 2021** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Neil Fraser
Democratic Services Officer

Title of Report: VARIATION OF INSTRUMENT OF GOVERNMENT – BOURNE PRIMARY SCHOOL

Decision made:

Reasons for your decision: (e.g. as stated in report)

Alternatives considered and rejected: (e.g. as stated in report)

SignedDate.....

Cabinet Member for Families, Education and Wellbeing

VARIATION OF INSTRUMENT OF GOVERNMENT - BOURNE PRIMARY SCHOOL

Cabinet Member(s)	Councillor Susan O'Brien
Cabinet Portfolio(s)	Cabinet Member for Families, Education and Wellbeing
Officer Contact(s)	Dan Kennedy, Planning, Environment, Education and Community Services
Papers with report	Previous Instrument of Government, draft proposed Instrument of Government, Full Governing Body Minutes.

HEADLINES

Summary	This report seeks approval to a Variation of Instrument of Government for Bourne Primary School Governing Body.
Putting our Residents First	N/A.
Financial Cost	None.
Relevant Select Committee	Families, Health & Wellbeing Select Committee.
Relevant Ward(s)	South Ruislip.

RECOMMENDATION

That the Cabinet Member for Families, Education and Wellbeing agrees to the Variation of Instrument of Government for Bourne Primary School.

SUPPORTING INFORMATION

Reasons for Recommendation

The Bourne Primary School Governing Body would like to increase their membership by two governors; by increasing the number of co-opted governors from two to five and reducing the number of parent governors from three to two. The governors agree that their IoG requires more flexibility to recruit governors with specific skills such as finance, HR and curriculum. While there

are currently two parents in post however, there has been no interest from parents in filling the third role. Notifications for the vacancy have gone out to parents on several occasions. ***The governing body currently have 8 members; the proposed change would increase this to 10 members in total.***

The Council's School Governance Team has confirmed that Bourne Primary School Governing Body has submitted the correct documentation.

Alternative Options Considered

The Cabinet Member could decline to approve the variation or request more information about it.

Comments of Policy Overview Committee(s)

None at this stage.

RESIDENT BENEFIT & CONSULTATION

What will be the effect of the recommendation?

School governing Bodies will operate effectively with their full complement of LA Governors.

Consultation carried out or required

None.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report and there are no financial implications arising from the recommendation.

Legal

There are no legal implications arising from this report. The governing bodies of local authority maintained schools must be constituted in accordance with regulation 13 The School Governance (Constitution) (England) Regulations 2012. There is no upper limit on the size of governing bodies and they may appoint as many co-opted governors as they consider necessary. The number of co-opted governors who are eligible to be elected or appointed as staff governors must not, when counted with the one staff governor and the headteacher, exceed one-third of the total membership of the governing body. There must be a minimum of 2 parent governors.

BACKGROUND PAPERS

NIL.

TITLE OF ANY APPENDICES

Previous Instrument of Government*
Revised Instrument of Government*
Full Governing Body minutes*

*Attached for Cabinet Member only