



Democratic Services

Location: Phase II
Ext: 0693
DDI: 01895 250693
CMD No: 678

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

c.c. All Members of the Children, Families and
Education Select Committee
c.c. Nicki O'Flanagan – Education and SEND
Directorate
c.c. Vikram Hansrani – Executive Director of
Education and SEND Directorate
c.c. Ward Councillors for Ruislip Manor

Date: 20 January 2023

Non-Key Decision request

Form D

VARIATION OF INSTRUMENT OF GOVERNANCE – SACRED HEART CATHOLIC PRIMARY SCHOOL

Dear Cabinet Members,

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 Monday 30 January 2023** 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.

Steve Clarke
Democratic Services Officer

Title of Report: Variation of Instrument of Governance – Sacred Heart Catholic Primary School

Decision made:

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

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

Signed Date.....

Cabinet Member for Children, Families and Education

VARIATION OF INSTRUMENT OF GOVERNANCE - SACRED HEART CATHOLIC PRIMARY SCHOOL

Cabinet Member(s)	Councillor Susan O'Brien
Cabinet Portfolio(s)	Cabinet Member for Children, Families and Education
Officer Contact(s)	Vikram Hansrani – Education & SEND Directorate
Papers with report	For the attention of the Cabinet Member only: Appendix A - Draft Instrument of Government Appendix B - Minutes of Governing Body from 21 September 2022

HEADLINES

Summary	This report seeks approval to the Variation of Instrument of Government for Sacred Heart Catholic Primary School.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents / the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents. This report supports our commitments to residents of: A Digital-Enabled, Modern, Well-Run Council.
Financial Cost	None
Relevant Select Committee	Children, Families and Wellbeing Select Committee
Relevant Ward(s)	Ruislip Manor

RECOMMENDATION

That the Cabinet Member for Children, Families and Education agrees to the Variation of Instrument of Government for Sacred Heart Catholic Primary School.

SUPPORTING INFORMATION

Reasons for Recommendation

Sacred Heart Catholic Primary School Governing Body would like to change their membership of governors, reducing the number of co-opted governors by 2 and reducing the number of

foundation governors by 2. This will reflect the needs of the school. The total number of governors will be 14.

Alternative Options Considered and Rejected

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

Select Committee Comments

None at this stage.

Financial Implications

There are no direct financial implications associated with the recommendations in this report.

RESIDENT BENEFIT & CONSULTATION

What will be the effect of the recommendation?

The school Governing Body will operate effectively with a broad and balanced set of Governors.

Consultation carried out or required

None.

CORPORATE CONSIDERATIONS

Corporate Finance

There are no financial implications arising from this report.

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 of The School Governance (Constitution) (England) Regulations 2012. The governing body must include at least two parent governors, one staff governor and one local authority governor. In addition, the governing body may appoint as many co-opted governors as it considers 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.

Education & SEND

Officers have confirmed that the school has submitted the correct documentation.

BACKGROUND PAPERS

NIL.

TITLE OF ANY APPENDICES

[Documents for the attention of Cllr O'Brien ONLY]

Appendix A - Draft Instrument of Government

Appendix B - Minutes of Governing Body from 21 September 2022