



Democratic Services

Location: Phase II

Ext: 0185

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CMD No: 1602

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

c.c. All Members of the Children, Families &
Education Select Committee

c.c. Helen Boundy – Education Improvement &
Partnerships

Date: 08 January 2026

Non-Key Decision request

Form D

NOMINATION OF LOCAL AUTHORITY CANDIDATE TO SCHOOL GOVERNING BODY OF 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 Friday 16 January 2026** 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.

Naveed Ali
Democratic Services Officer

Title of Report: NOMINATION OF LOCAL AUTHORITY CANDIDATE TO SCHOOL
GOVERNING BODY OF 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 & Education

NOMINATION OF LOCAL AUTHORITY CANDIDATE TO SCHOOL GOVERNING BODY OF SACRED HEART CATHOLIC PRIMARY SCHOOL

Cabinet Member	Councillor Susan O'Brien
Cabinet Portfolio	Cabinet Member for Children, Families & Education
Officer Contact	Helen Boundy – Education Improvement & Partnerships
Papers with report	Appendix A – FGB Minutes from Sacred Heart Catholic Primary School 01.12.2025 Appendix B - LA Governor Application form Megan O'Shaughenessy

HEADLINES

Summary	This report seeks approval to nominate a Local Authority Governor to 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: Safe and Strong Communities
Financial Cost	None
Relevant Select Committee	Children, Families and Education Select Committee.
Relevant Ward	Ruislip Manor

RECOMMENDATION

That the Cabinet Member agrees that the following applicant be nominated for formal appointment to the School Governing Body indicated below:

- **Megan O'Shaughenessy - Sacred Heart Catholic Primary School**

Reasons for recommendation

To ensure that the place for a Local Authority Governor is filled to meet statutory duty. The LA School Governance Team has confirmed that the candidate has submitted the correct documentation and that the school has agreed to this nomination being processed for approval.

Alternative options considered / risk management

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

Democratic compliance/ previous authority

The Cabinet Member is authorised constitutionally to make this appointment.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

1. Authority to approve the nomination of Council nominees to School Governing Bodies has been delegated to the Cabinet Member for Children, Families & Education.
2. The person listed above is a Council nominee. The Chief Education Officer has requested that the individual be nominated to the Governing Body indicated in the recommendation.
3. The candidate has been proposed for nomination as an LA School Governor under the Education (School governance) (Constitution) Regulations 2012. Under these regulations the LA nominate, and the Governing Body appoints the candidate.

Financial Implications

There are no financial implications in this report; this is regarding the governance of the school and does not impact upon the overall school's budget.

RESIDENT BENEFIT & CONSULTATION**The benefit or impact upon Hillingdon residents, service users and communities**

The School Governing Body will meet statutory duty by filling their LA Governor vacancy.

Consultation carried out or required

None.

CORPORATE CONSIDERATIONS**Corporate Finance**

Corporate Finance concur with the Financial Implications set out above, noting there are no direct Financial Implications associated with the recommendation in this report.

Legal

There are no legal impediments to the recommendation set out within the report.

BACKGROUND PAPERS

NIL.

TITLE OF ANY APPENDICES

For the sight of the Cabinet Member only.