

Committee:	Date:
Education Board	16 October 2014
Subject: Appointment of Members to Governing Bodies	Public
Report of: Director of Community and Children's Services	For Decision
<p>Summary</p> <p>The Education Board is responsible for recommending to the Court of Common Council the appointment of governors to the City's academies and representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee. This paper sets out a process that the Education Board could follow when recommending Members for appointment to school governing bodies.</p> <p>On 16 October 2014 the Education Board approved the appointment process for external representatives as set out in the Appointment of Governors Report. The Education Board also requested that the appointment process for Members be re-submitted to the next Board meeting, together with amended appendices. This report sets out the revised appointment process when recommending Members for appointment to school governing bodies.</p> <p>Recommendations</p> <p>It is recommended that Members of the Education Board approve the appointment process that is set out in this report and endorse the supporting templates which are submitted as appendices to this report.</p>	

Main Report

Background

1. The Education Board is responsible for the oversight and monitoring of the City of London's sponsorship of its academies, including recommending to the Court of Common Council the appointment of governors. It is also responsible for recommending to the Court of Common Council candidates for appointment as the City of London Corporation's representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee.

Purpose

2. This report sets out the revised appointment process when recommending Members for appointment to school governing bodies.

3. In addition to establishing the process for governor appointments, this paper also recommends that standard application documents should be used throughout the appointment process to enable the Education Board to conduct a rigorous skills-based assessment of candidates.

Appointment process for Members

4. The Education Board is responsible for recommending to the Court of Common Council candidates for appointment as the City of London Corporation's representatives on school governing bodies where nomination rights are granted and they do not fall within the remit of any other committee. This includes the appointment of Members, where it is proposed that the following process is followed:

- i. The school informs the City of a vacancy and provides a person specification, information about the school, the constitution of the Governing Body and the time commitment that is required.



- ii. The vacancy is sent to all Members.



- iii. The City consults with the lead City Member.



- iv. The Education Board recommends a candidate to the Court of Common Council.



- v. The Court of Common Council takes a decision.

Application format

5. It is proposed that, when the City is exercising its rights in relation to governor appointments, it should request that the school provides it with the following information: a person specification, summary information about the school, the constitution of the Governing Body and the time commitment that will be required. To assist with this process, and ensure consistency, it is recommended that the Education Board endorse the templates appended to this report.
6. To enable the Education Board to assess the skills of each candidate, it is proposed that all applicants should complete a standard application form and it is therefore recommended that the Education Board endorse the template

appended to this report. In addition, external candidates will be asked to identify a suitable referee.

Recommendations

7. It is recommended that Members of the Education Board approve the appointment processes which is outlined in this report and that Members endorse the supporting templates which are submitted as appendices to this report.

Appendices

- Appendix 1 – City governor appointments – person specification
- Appendix 2 – City governor appointments – school summary
- Appendix 3 – City governor appointments – constitution of the Governing Body and time commitment
- Appendix 4 – City governor appointments – application form

Background paper

Education Board Terms of Reference
Appointment of Governors Report - 11 September 2014

Joshua Burton
Policy Officer

T: 020 7332 1432

E: joshua.burton@cityoflondon.gov.uk