

AGENDA ITEM 3

CORPORATE AFFAIRS COMMITTEE

(Use for Council and all Council bodies, Committees, etc with the exception of Executive Reports and written evidence to Scrutiny Panels)

MONDAY 6 OCTOBER 2008 @ 9:30AM

SCHOOL GOVERNING BODIES – APPOINTMENT OF LA SCHOOL GOVERNORS

HEAD OF SERVICE or CMT MEMBER: (MRS J CORDINER, HEAD OF COMMISSIONING AND RESOURCES)

PURPOSE OF THE REPORT

- 1 To consider and appoint LA Governors.

BACKGROUND

- 2 Members are required to consider vacancies at the following schools which were deferred from the last Corporate Affairs Committee meeting held on Wednesday 24 September 2008: -
 - Beechwood Primary School;
 - Tollesby School.
- 3 Members of Corporate Affairs Committee are also asked to give consideration to the list of vacancies identified in Appendix 1.
- 4 Ward Implications – All wards.
- 5 Legal Implications – The LA have a duty to appoint its members onto Governing Bodies.

PROPOSALS

- 6 It is recommended that appointments be made in respect of LA Appointed

School Governor as identified in paragraphs 2 and 3.

FINANCIAL CONSIDERATIONS

7 Financial – No implications.

RECOMMENDATIONS

8 It is recommended that appointments be made in respect of LA Appointed School Governor vacancies as identified in paragraphs 2 and 3.

BACKGROUND PAPERS

9 The following background papers were used in the preparation of this report:

- Return Sheet for Prospective Governors.

AUTHOR

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Further Guidance Notes

Numbering

Do not number headings/ sub-headings, number the paragraphs. Use simple numbering (1,2,3,4 etc). Avoid complex numbering such as 1.1, 1.2, 1.3 or 1 (a) (i), 1 (a) (ii) etc

Fonts

Standard font size 12pt. Ariel is the corporate standard. Use **BOLD UPPER CASE** for the main sections (Purpose of the Report, Background, Summary etc), and Underlined lower case for any subheadings (History, Ward Implications, Reasons, etc).

Order of the Report

The Report should follow the order shown above, that is:

Purpose of the Report	[Must be included]
Background	[Must be included. Use sub-headings if necessary – see above]
Proposals	[Must be included. Use sub-headings if necessary – see above]
Summary	[Use if necessary to summarise long or complex reports]
Recommendations	[Must be included]
Background Papers	[Must be included if background papers are referred to in the report. See above section for details].
Author / Contact number	[Must be included]