

**LONDON BOROUGH OF HAVERING
MINUTES OF THE MEETING OF THE
LA GOVERNOR APPOINTMENT PANEL
HELD ON
Thursday, 13 November, 2014**

Present: Mrs S. Barnes (Chair)
Mrs E. Allen
Mr B. Davy
Councillor M. Davis
Mrs A. Ireland
Maureen Smith, Clerk

1. Welcome and Introductions

All attendees were welcomed to the meeting and introduced.

2. Apologies for absence

Apologies for absence were received from Councillor G. Ford, Councillor L. Webb and Mr W. Chretien.

3. Election of Chair

Mrs Barnes was elected as Chair for this meeting.

4. Minutes of the Previous Meeting held on 22 September, 2014

The minutes of the previous meeting held on 22 September, 2014 were agreed as a true record.

5. Matters Arising from the previous minutes

The following were matters arising from the previous minutes

- a. The Panel were advised that one potential applicant who had been 'displaced' as a governor as a consequence of the reconstitution process had declined to complete the skills audit without assurance of the likelihood of appointment. The Panel agreed that no such assurance could be given and the applicant should be advised that without a skills audit the application would not receive any further consideration.
- b. Some governing bodies had responded to the request to specify the skills required for the LA governor vacancy.
- c. The recommendation of the appointment of Mr Stanley Olney had been agreed at the last meeting, subject to the request from the Governing Body for Mr Olney to remain on the GB. It was confirmed that the GB had made the necessary request and therefore the appointment had been confirmed.

6. Schedule of LA Governor Appointments

The Schedule of LA Governor Appointments was received. It was noted that this schedule did not include vacancies. It was also noted that given the transition to reconstituted governing bodies, the schedule could not be used as a definitive document as the situation was changing following every GB meeting where reconstitution was agreed.

7. LA Governor Appointments

a. The progress on pending applications was reported as follows:

- i. It was reported that Miss Suzanne Bates had had a successful visit to Ravensbourne School and the appointment was therefore recommended.
- ii. The Panel had previously considered the application of Miss Lynsey Flowers who had expressed the wish to be a governor at St Alban's Primary School. It was noted that although the skills audit had been received, one reference was still outstanding. It was agreed that this needed to be chased. It was also agreed that the reference, once received, could be shared with Sue Barnes or, in her absence, Brian Davy, for agreement for the appointment to be confirmed in advance of the next meeting of the Panel.

b. The following new applications were considered:

Name	School	Comments
Jean Cox	St Ursula's Junior	Chase outstanding reference. Send letter inviting candidate to meet Headteacher & Chair of GB.
Christine Drew	Approved for appointment. HGS to check need at schools in challenging circumstances and match candidate. An update to be given at next meeting.	
Stuart Easton	St Peter's Catholic Primary	Invite candidate to contact school to arrange meeting with Headteacher & Chair of GB.
David Fisher	Check with Sanders Chair if candidate would suit co-opted vacancy.	
Chris Formosa	Sanders	Chase outstanding references and invite candidate to arrange meeting with Headteacher and Chair of GB
Ben Howell	Check with St Edward's CE Primary School regarding possible vacancies.	
Manoj Srivastava	Reject application on basis of request for governor position at private schools outside of LA control.	
Alan Stannett	Link with secondary schools with community vacancies	

c. The following transfer was agreed:

Name	School	Comments
Ann Nelson	St Edward's CE Primary	Transfer from Associate Member to LA Governor

8. Overall Governor Vacancy Data

It was explained and acknowledged that due to the transition period for community schools to reconstitute, vacancy data did not reflect a true position and would not do so until after September 2015 when all governing bodies would have reconstituted.

9. Any Other Business

It was suggested that as a way of maintaining interest of applicants who were 'pending' that they be invited to observe a GB meeting. Emma Allen and Brian Davy both offered to welcome applicants to observe their GB meetings. It was agreed that this proposal should be shared with all Chairs of GBs at the next Chairs meeting in order to create a register of GBs who would welcome a potential governor observing their meeting.

ACTION: MS

10. Date and Time of Next Meeting

It was noted that the next meeting would be on Monday, 19 January, 2015 at 6.00pm. It was noted that Mrs Barnes offered her apologies for that meeting.