



Democratic Services

Location: Phase II
Ext: 7655
DDI: 01895 277655
My Ref: CMD 512

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

c.c. All Members of the Children, Families &
Education Select Committee
c.c. Vikram Hansrani, Executive Director of
Education & SEND
c.c. Ward Councillors for Eastcote

Date: 7 June 2022

Non-Key Decision request

Form D

VARIATION OF INSTRUMENT OF GOVERNMENT - COTEFORD INFANT SCHOOL

Dear Cabinet Member

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 Wednesday 15 June 2022** 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.

Anisha Teji
Democratic Services Officer

**Title of Report: VARIATION OF INSTRUMENT OF GOVERNMENT - COTEFORD INFANT
SCHOOL**

Decision made:

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

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

SignedDate.....

Cabinet Member for Children, Families and Education

VARIATION OF INSTRUMENT OF GOVERNMENT - COTEFORD INFANT SCHOOL

Cabinet Member(s)	Councillor Susan O'Brien
Cabinet Portfolio(s)	Cabinet Member for Children, Families and Education
Officer Contact(s)	Vikram Hansrani, Exec Director Education and SEND
Papers with report	FGB Minutes, current and proposed Instrument of Government (For Cabinet Member Only)

HEADLINES

Summary	This report seeks approval to a Variation of Instrument of Government for Coteford Infant School Governing Body
Putting our Residents First	N/A
Financial Cost	None
Relevant Select Committee	Children, Families and Education Select Committee
Relevant Ward(s)	Eastcote

RECOMMENDATIONS

That the Cabinet Member for Children, Families and Education agrees to the Variation of Instrument of Government for Coteford Infant School.

SUPPORTING INFORMATION

Reasons for Recommendation

The Coteford Infant School Governing Body would like to increase their membership by 2 Governors to ensure sufficient capacity for statutory governance delivery. They currently have 10 Governors and the proposed change would increase this to 12 Governors, in total.

The Council's School Governance Team has confirmed that Coteford Infant School Governing Body has submitted the correct documentation.

Alternative Options Considered

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

Comments of Select Committee(s)

None at this stage.

RESIDENT BENEFIT & CONSULTATION

What will be the effect of the recommendation?

The School Governing Body will operate effectively to deliver statutory functions with their full complement 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 The School Governance (Constitution) (England) Regulations 2012. There is no upper limit on the size of governing bodies and they may appoint as many co-opted governors as they consider 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.

BACKGROUND PAPERS

NIL.

TITLE OF ANY APPENDICES

- Previous Instrument of Government
- Proposed Instrument of Government

- Full Governing Body Minutes