

Report to: **Cabinet**

Date: **28 July 2009**

By: **Director of Children's Services**

Title of Report: **Scrutiny Review of Governing Body Clerks**

Purpose of Report: **To provide the Cabinet with an opportunity to comment on the report of the Scrutiny Committee review of Governing Body Clerks**

Recommendation:

The Cabinet is recommended to:

- 1. note and welcome the report of the Scrutiny Committee**
 - 2. advise the County Council that, in considering the report of the Scrutiny Committee, the Council be recommended to welcome the report of the Scrutiny Committee and to agree the response of the Director of Children's Services to the recommendations and their implementation, as set out in the action plan attached as Appendix 1 to this report**
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1. Financial Appraisal

1.1 The Scrutiny Review Board estimated that £427,000 would be required annually to set up and administer the clerking service that they were recommending in the review report. Recognising funding constraints within the department a bid was made to the Schools Forum for Headroom money to support this service. At a meeting of the Schools Forum on 10 July 2009 an allocation of £214,000 was agreed to establish the service in 2009/10, with the full funding available from 2010/11 onwards.

1.2 The Clerking Service will now need to develop an appropriate business model, in consultation with schools and their governing bodies which meets the requirements to deliver a good service and within the resources which have been made available.

2. Supporting Information

2.1 The Scrutiny Review of Governing Body Clerks is welcomed by the Department and the action plan attached as Appendix 1 responds to the recommendations made by the Scrutiny Committee.

2.2 There was a previous scrutiny review of Services for School Governors, completed in November 2008, from which the Review Board recommended that this further review on Governing Body Clerks be carried out.

2.3 There was generally strong support from most members of the Schools Forum to the setting up of a clerking service, although there were questions and concerns about the practical arrangements, impact on current clerks and personnel issues. The Department has undertaken to consult the East Sussex Governor Representative Group and headteacher groups on the precise details of the service.

3. Conclusion and Recommendations

3.1 The report contains valuable insights into how governors, clerks and headteachers view the role of clerks and how they would like this role to develop.

3.2 The recommendations are helpful and will result in service improvements with the development of a centrally managed clerking service.

3.3 Cabinet is recommended to note the report and its recommendations and approve the positive response to the recommendations.

MATT DUNKLEY
Director of Children's Services

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Local Members: All – relates to all schools in East Sussex

BACKGROUND DOCUMENTS:

Appendix 1: Governor Services Response to the Recommendations



 The report of the Scrutiny Review of Governing Body Clerks

Response to the Recommendations

Recommendation	Response	Time Scale
1	Governor Services to develop a centrally run clerking service in line with the criteria suggested under the 'principles of operation' paragraph.	Initial consultation with ESGRG 28 July 2009 and with Heads in September 09
2	A bid to be made to the Schools Forum for £427,000 from the Headroom funding to enable a clerking service to be set up and administered by Governor Services.	Complete
3	The pay scales for clerks working in the clerking service to be re-assessed to ensure that the salaries reflect the additional roles and responsibilities that clerks will be undertaking.	November 2009
4	The criteria for measuring the effectiveness of the clerking service to be developed in line with the short, medium and long term measures outlined at paragraph 41.	November 2009

Peter Davidson
Governor Services Manager
July 2009