

Southend-on-Sea Education Board

on
20th June 2023

Report prepared by:
Robert Harris, Ed. Board Clerk

Education Board – Membership and Vacancies

1. Purpose of Report

- 1.1 To present the membership and seek agreement to fill the vacancies within the maintained primary, academy primary and secondary academy sectors, as set out in Appendix 1 and paragraph 3.2.

2. Recommendations

- 2.1 To approve the proposed membership of the Board, as set out at Appendix 1.
- 2.2 To note that two vacancies in the secondary school academy sector to be filled by headteachers from the secondary academy comprehensive school sector.
- 2.3 To seek nominations to fill the two remaining vacancies from the comprehensive secondary academy comprehensive school sector.
- 2.4 To undertake a light-touch review of the Constitution and Terms of Reference of the Board and present the findings and any changes to the October 2023 meeting for comment/review.

3. Background/Context

- 3.1 At the Education Board meeting in December 2022 it was advised that due to the changes to the make-up of the Board a number of vacancies had arisen. These vacancies were advertised/promoted with schools and a number of nominations/expressions of interest have been received.

3.2 Appointments to fill vacancies

Maintained Primary Schools:

1 vacancy and it is proposed to fill this position with the Headteacher at Chalkwell Hall Infant School.

Academy Secondary:

4 vacancies and it is proposed to fill these positions as follows:

The first vacancy to be filled by a SECAT Trustee x 1 (Two trustees of SECAT nominated/expressed an interest and therefore proposed one is appointed (and one acting as a named substitute).

The second vacancy to be filled by Headteacher at Westcliff High School for Girls.

The third and fourth vacancies remain unfilled. It is recommended to fill the two remaining vacancies with two headteachers from the secondary academy comprehensive school sector.

The proposed appointments/make up of the Board is set out at Appendix 1.

4. Review of Constitution

- 4.1 Following the changes to the make-up / membership of the Board the Constitution/Terms of Reference will need to be updated to reflect the new membership. It is therefore timely to undertake a 'light-touch' review of the Constitution/Terms of Reference in line with the schools forum guidance.
- 4.2 The Board should, at least annually, review its Constitution and Terms of Reference and therefore it is proposed to carry out a review over the summer period with a view to presenting back at the October 2023 Board meeting.

5. Appendices

Appendix 1 – Proposed Membership and vacancies