

## APPENDIX R

### **INDEPENDENT PANEL REMIT**

#### **1.0 Context**

- 1.2 This Appendix sets out the proposed terms of reference for an independent panel to be appointed, subject to cabinet approval, to review the proposals in respect of St. Helen's Primary School and Yarmouth CE VA Primary School. The panel will only review these two situations out of all the school by school proposals.
- 1.3 In respect of St. Helen's Primary School the review should also encompass the proposal for Brading CE VC Primary School and Nettlestone Primary School.
- 1.4 In respect of Yarmouth CE VA Primary School the review should also encompass the proposal for Shalfleet CE VC Primary School.
- 1.5 The panel will only review proposal in respect of these schools.
- 1.6 The panel will only review the proposals in relation to the policy approved for school organisation, by Cabinet, at its meeting of the 24 November 2008 and the terms of reference set out below.

#### **2.0 The Panel**

- 2.1 The Panel will consist of three members, one of which will act as Chair.
- 2.2 All the Panel members must meet the following criteria:
  - have wide educational experience either in Government Departments, Local Authorities or other recognised educational bodies;
  - have direct experience of school organisation;
  - have had no contact with any part of the Isle of Wight Council processes of school organisation from 2004 to the current date.
- 2.3 The Panel Chair must have had experience at a national level.
- 2.4 On appointment all Panel members must be willing for a synopsis CV of their experience to be made publicly available.
- 2.5 The appointment process will be carried out by the Council Democratic Services team.

#### **3.0 Terms of reference**

- 3.1 The Panel will have access to all the Authority papers in respect of school organisation and the particular proposals being reviewed.
- 3.2 The Panel will have access to all representation in respect of the proposals being reviewed and any other representation it requests sight of.

- 3.3 The Panel will spend three days on the Isle of Wight in respect of each the two proposals being reviewed.
- 3.4 The Panel will meet with the following:
- appropriate officers of the Authority;
  - the schools involved; pupils, parents, staff and governors;
  - appropriate community groups, such as the Town/Parish Council;
  - Ward members;
  - other groups as determined, for example the Diocese.
- 3.5 At the end of the visit the Panel will not feedback to the Authority, the school or community.
- 3.6 The Panel are required to make recommendation in respect of the proposal being reviewed. However, the Panel will be free to make any recommendation which meets the Council's objectives for the proposed school reorganisation, as set out in the Report to Cabinet of the 24 November 2008 meeting.
- 3.7 By the 28 February 2009 the Panel Chair will provide the Project Director for School Organisation with a report and recommendations to enable a paper to be prepared for decision at the March 2009 Cabinet meeting.

#### **4.0 The Report**

- 4.1 The report should contain the following:
- names of the Panel Members;
  - the context and evidence base;
  - the rationale leading to the recommendation;
  - the recommendation.
- 4.2 The report and recommendation should be an agreed view of the Panel.
- 4.3 There should be an individual report in respect of each proposal reviewed.

#### **5.0 Authority action**

- 5.1 On receipt of the report the Project Director for School Organisation will prepare a report to Cabinet for the March 2009 cabinet meeting.
- 5.2 This report will contain the Panel reports, in full, and make recommendation to Cabinet in line with the Independent Panel report recommendations. As with all Cabinet papers the report and appendices will be published in full prior to the meeting.
- 5.3 The March 2009 Cabinet meeting will make decision in relation to the report it receives.