

# Your Governors



**Updated September 2017**

## Mission

*'To provide outstanding community and skills learning that meets the needs of learners, communities and local businesses'*

## Values

1. Providing learning which is enjoyable, successful and supports health and wellbeing as well as progression to further study or work
2. Promoting an inclusive and supportive culture of high expectations in which diversity is valued and learners can feel safe and excel
3. Celebrating personal achievement and success
4. Providing outstanding guidance and support
5. Striving for excellence and innovation in everything we do involving learners and stakeholders in decision making and improving services
6. Investing in the development of our staff so they can best contribute to our success
7. Collaborating and leading in strategic partnerships with local communities and businesses
8. Achieving high learner and employer satisfaction, providing excellent value for money
9. Providing excellent facilities and a sustainable flexible service responsive to local priorities in the current economic climate



## Full Governing Body Membership 2017-18

Member	Composition
Margaret Partridge (Chair) David O'Donoghue Mo Rahee	Three members: From business or professionals in field of employment relevant to adult & community learning appointed by Director of Adult and Social Services, Health and Wellbeing
Deanna Clarke (Vice Chair) Olive Hamilton-Andrews	Two members co-opted by Governing Body with particular knowledge of adult & community learning
Cllr. Stuart Bellwood Cllr. Joyce Ryan Cllr. Anne-Marie Sachs	Three members: Appointed by local authority
Joni Cunningham	Principal ex officio
Lorraine Duff-Smith	Staff Governor elected by and from permanent members of Institute staff
Kathleen Ann Atkins Indu Barot	Two members: Student Governors nominated by the Principal

**Janis Lane - Clerk to Governing Body**

email: [Clerk.GoverningBody@redbridge-iae.ac.uk](mailto:Clerk.GoverningBody@redbridge-iae.ac.uk)



## Attendance at Meetings 16/17

Name	Atten.	Poss.	%
Kathleen Atkins	4	10	40%
Indu Barot	7	7	100%
Cllr. Stuart Bellwood	7	7	100%
Deanna Clarke	11	13	85%
Joni Cunningham	13	13	100%
Lorraine Duff-Smith	5	7	71%
Olive Hamilton-Andrews	6	7	86%
David O'Donoghue	10	10	100%
Margaret Partridge	13	13	100%
Mo Rahee	8	10	80%
Cllr Joyce Ryan	7	10	70%
Cllr. Anne Marie Sachs	6	7	86%

### **Ethnic profile 16/17 (September 2017)**

White	9
Mixed/multiple ethnic groups	
Asian/Asian British	2
Black/African/	1
Caribbean/ Black British	
Other ethnic group	
Not disclosed	

### **Disability Profile 16/17 (September 2017)**

Disabled	1
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### **Age Profile 16/17 (September 2017)**

Under 35	1
35-50	1
50-70	8
Over 70	1
Not disclosed	1

### **Diversity Profile 16/17 (September 2017)**

Number of men	3
Number of women	9

The Redbridge Institute Governing Body has three committees - **Monitoring of Performance, Staffing and Finance & General Purpose**. A Search Committee is appointed as needed to lead on the recruitment of new governors.

These committees along with a Full Governing Body meeting take place termly every year. The minutes of these meetings are open to inspection by the public and can be found on our website ([www.redbridge-iae.ac.uk](http://www.redbridge-iae.ac.uk))

### Committee membership 2017/18

Monitoring of Performance	Staffing Committee	Finance & General Purpose
Cllr. Stuart Bellwood	Kathleen Atkins(V.Chair)	Kathleen Atkins(V.Chair)
Indu Barot	Deanna Clarke	Deanna Clarke
Deanna Clarke(V.Chair)	Joni Cunningham	Joni Cunningham
Joni Cunningham	David O'Donoghue	Olive Hamilton-Andrews
Lorraine Duff-Smith	Margaret Partridge(Chair)	David O'Donoghue
Margaret Partridge(Chair)	Mo Rahee	Margaret Partridge(Chair)
Cllr. Anne Marie Sachs	Cllr. Joyce Ryan	Mo Rahee
		Cllr. Joyce Ryan

	AUTUMN 2017	SPRING 2018	SUMMER 2018
<b>Monitoring of Performance</b>	7/11/2017 5.30-7.30pm	20/02/2018 5.30-7.30pm	5/06/2018 5.30-7.30pm
<b>Staffing Committee</b>	22/11/2017 4.30-6.00pm	7/03/2018 4.30-6.00pm	20/06/2018 4.30-6.00pm
<b>Finance &amp; General Purpose</b>	22/11/2017 6.00-7.30pm	7/03/2018 6.00-7.30pm	20/06/2018 6.00-7.30pm
<b>Governing Body</b>	28/09/2017 6.00-7.30pm	22/03/2018	05/07/2018
All Governors to attend	7/12/2017 6.00-8.00pm	6.00-8.00pm	1.30-3.30pm

**Governors' Conference:** Thursday 5 July 2018, 9.30am-12.30pm



**Kathleen Ann Atkins - Student Governor, Vice Chair of Finance & General Purpose & Staffing Committees**

“I have been a Student Governor at the RIAE since being recruited in the 2010-11 academic year; and, as an active member of the Main Governing Body, I also belong to the Staffing and Finance and General Purposes Sub-Committees, and attend various extra meetings and related college functions as required.

I have lived in Redbridge for thirty-three years, and am keenly interested in, and aware of, local community and current affairs. I have many varied interests, and currently attend a Botanical Art class at the Institute.

Before having children I was a Senior Secretary in accountancy and personnel, and economics at the Office of Fair Trading. I have two adult children (who were both educated at local schools); and three grandchildren, at various stages of their own on-going education.

My personal experiences of the educational system are varied; from local co-ed Secondary Grammar to active adult voluntary participation at Infant and Junior level, and as a Parent Governor at a local Comprehensive. I was also employed in administration at University level and both Comprehensive and Special Educational Needs Schools - as well as attending various Adult Education courses. As a parent governor at Valentines High School I was both Chairman of the Curriculum and Pupil Exclusion Panels and a member of the Staffing Sub-Committee (which included Recruitment and Discipline); and at Governing Body Meetings I deputised for the Chairman when both he and the Deputy were unavailable.

I have always taken a keen interest in all aspects of education, and feel that we need never stop learning; I believe that those who can be encouraged to be open-minded to continuous learning throughout life can achieve the individual potential - sometimes hidden - within us all.

With the role of Governor having changed radically over the years - involving more time and dedication to promoting development and enhancing performance - I gladly give my supportive input on your behalf, as one of your Student Governors.”

**Appointed: July 2011**



### **Indu Barot - Student Governor**

I came to the UK in 2008 after my marriage. I was born and brought up in India. I have always been connected to education as my father was Principal of an engineering college. I was a teacher in college in India. I hold a Master's degree in Sanskrit, Computer Science and Acupressure. I have been connected to Redbridge Institute for 6 years now. I have completed various part time courses from the Institute and currently attending an English course at the Institute. I have actively taken part in education programmes and fairs. I am doing volunteering work with the Learning in mind programme which is part of a community learning mental health research pilot. I am also doing voluntary work for Sanskrit Bharti, I am a member of the Council of Governors in NHS for Redbridge (NELFT) and have joined the Sophia hubs time bank.

**Appointed: July 2016**



### **Councillor Stuart Bellwood - Local Authority**

Councillor Bellwood is a locally democratically elected representative to Redbridge Council from 2nd May 2002. He is a resident of Seven Kings applying community therapy through social capital, social cohesion, educational entrepreneurship to one of the most deprived wards in Redbridge.

As well as Governor at the Institute, Cllr Bellwood is Vice Chair of the Health Scrutiny Committee and a member of the health monitoring group, the joint health and overview of Barking, Havering, Redbridge & Waltham Forest Committee, local Seven Kings business and community partnership, Metropolitan police ward panel and school governors.

He is a proud father of four who have experienced various educational pathways.

As an experienced and mature senior clinician and manager from NHS, he intends to be a critical friend to the Institute, holding socialist principles of education.

**Appointed: November 2010**

**Terms of Office Renewed: June 2013**



**Deanna Clarke – Co-opted**

**Vice Chair of Governing Body and Vice Chair of Monitoring of Performance Committee**

Having what seems to me to be a lifetime working in education, in both a comprehensive school and a variety of colleges; I have now been a governor at Redbridge Adult Institute. For 5 years and feel very privileged to be a part of such a forward looking educational establishment.

Some of my previous responsibilities have been for Teacher Training, managing a large group of tutors for delivering a complex pastoral programme as well as directing an Advice and Guidance team.

In addition, I am also a qualified City& Guild Assessor and Verifier; and feel strongly about the importance and quality of assessment and ultimately the achievement of students.

Education can change the lives of so many people and I am a vigorous supporter of everyone that wants to learn, no matter what their age. Therefore, I hope my experience will enable me to contribute to the success of the Institute and its students.

**Appointed: September 2012**



### **Joni Cunningham – Principal**

During my time as Principal at the Institute I have been passionately committed to developing a strong partnership culture and a responsive, flexible service believing that only by working together with our local community and business partners can we raise participation and achievement as well as equalising opportunity through better access to learning for disadvantaged learners in Redbridge. I have led on a number of sustainability initiatives at the Institute and am currently a judge for the national Green Gown Awards.

I qualified as a Science and Health Education teacher and taught in secondary schools before completing two years with VSO. I have held appointments as City & Guilds Regional Moderator for teacher training and Examiner for Royal Institute of Public Health and Hygiene. I have worked for the Norfolk LEA inspection and advisory team advising on organisation and professional development in post-16 providers across the county. I have served on the board of the London Stansted Cambridge Corridor (LSCC) and the work based learning board of study for Middlesex University. I have held management posts in two FE colleges. During this time I worked on a number of partnership projects including Dental Health for ethnic minority groups in Haringey, Schools Involvement with the Metropolitan Police and Community Learning Champions in Harlow.

I am Vice Chair of Hoxex and a Director on the Association of Adult Education and Training Organisations (AAETO) Board. I also act as Hoxex special adviser on leadership, governance and safeguarding (including Prevent) for the ACL sector and was one of the AoC National Leaders of Governance in 2016-17. I have published journal articles on management development, peer review, work based learning and mentoring.

I have chaired the local authority strategic partnership for employment and skills for six years during which time the partnership has worked well together identifying strategic objectives to ensure provider plans meet local employment needs.

**Appointed: December 2009**



**Lorraine Duff-Smith—Staff Governor**

I've been a member of staff for 13 years as an MIS Administrator and a Customer Service Advisor. I am conscientious in my work, incisive and always try to see the 'bigger picture'.

I welcome the challenge of being a Staff Governor to help support the Institute become an outstanding place to learn and work.

**Appointed: December 2013**



### **Olive Hamilton-Andrews - Community Interest Governor**

Olive brings a range of experience to the Redbridge Institute having worked in the voluntary, public and private sectors in the course of a varied career which spans senior positions in public relations, accountancy, health promotion and corporate governance. She has worked for several years to support boards, trustees and executive management teams with strategic and business planning and in managing organisational change through effective programme and project management.

Olive has lived in Redbridge for more than 20 years and is Managing Director of Hamiland Management Ltd which provides virtual business management to contractors, small and medium sized enterprises and voluntary organisations.

Olive is currently a community representative on the Health and Wellbeing Board in Redbridge. She has served as chair of Redbridge Citizen's Advice Bureau and has recently been appointed as a Patient and Public Voice representative on NHS England's Clinical Priorities Advisory Group.

**Appointed: March 2014**



### **David O'Donoghue - Business Interest Governor**

I have lived in Redbridge all my life, being brought up in Ilford originally. Having left school at 16, I had the opportunity to undertake a range of learning as I grew older. It's left me passionate about making sure that people have the opportunity to learn and develop. It's never too late learn something new. As a business Interest Governor my area of expertise is Human Resources , where I am a Chartered member of the Chartered Institute for Personnel and Development. I have worked in the public sector since I was 18 (a longish time ago), and I have been struck by the commitment and dedication of the people who work for institute. It's a privilege to act as a Governor and I hope to be able to use my professional knowledge and skills effectively in the role.

**Appointed: March 2016**



### **Margaret Partridge – Chair of Governing Body**

Born and bred in the Borough I went to Beal Grammar (as it was then)... the girls bit in Ley Street and then to College in Isleworth. Spent 30 years in volunteer management in local and national charities. Apart from a short spell in Gloucestershire and Suffolk I've lived in Redbridge all my life.

I joined RIAE in July 1997 when I was the Director of a local Voluntary Development Agency, and as a result had a lot of community contacts and funding knowledge across a wide range of services areas. I've also been a member of a number of voluntary organisations Management Committees. Other key skills that I have are networking, problem solving and an entrepreneurial take on service development.

Over the years I've managed teams up to 20 paid staff and 300 volunteers and have been involved in all aspects of recruitment, induction, training, monitoring, target setting and appraisals. Having been involved in a number of restructures I also have a lot of experience in change management.

I am a qualified trainer, an active volunteer and a regular student at the Institute .

**Terms of Office Renewed: July 2013**



### **Mo Rahee - Business Interest Governor**

Mo has a combination of work experience from both the public and private sector. He is currently working at the Royal Institution of Chartered Surveyors in their External Affairs division. He previously worked at the Bank of England, HM Treasury and Bloomberg.

Mo has an undergraduate degree in History & Politics and a masters in International Financial Law. In his spare time, he mentors undergraduate students and tutors primary school children. Previous volunteering roles include helping 18-24 years olds find sustainable employment and raising awareness on human trafficking in the Balkans.

Mo welcomed the opportunity to join Redbridge Institute as a governor and aims to contribute to its mission to deliver academic excellence through use of his insight, knowledge and experience from both the public and private sector.

**Appointed: September 2015**



### **Councillor Joyce Ellen Ryan - Local Authority**

Joyce Ryan was elected as a Councillor for Fairlop Ward in 1990 and this year marks 28 years of service for residents of the Borough and Fairlop Ward, in which she lives.

Joyce has served on numerous committees over the years and has held senior positions on them.

She is proud to have served the Borough as Deputy Mayor in 2004/5 and Mayor in 2007/8. Joyce is determined and committed to secure positive results even if it takes years of campaigning. She always listens and responds to residents' concerns and will work with them to endeavour to reach a satisfactory outcome. Joyce never promises to succeed but always does her best to achieve the results needed. Joyce has a particular love and interest in the Arts, Sports and Culture and knows of the importance of them in enriching people's lives. As a primary school teacher for many years Joyce has a good knowledge and keen interest in education. She has served as a school governor over a long period.

**Appointed: March 2014**

**Terms of Office Renewed: June 2015**



### **Councillor Anne Sachs, Local Authority**

Anne was elected as a councillor for Chadwell in 2014. She serves on the Council's Place Scrutiny and Licensing Committees. She is a member of the Management Committee of the Pupil Referral Unit and a Governor of Grove Primary School, and a Council appointee to the Learning Disability Partnership Board.

She served in the Government Legal Service for 30 years, working in the Business, Environment and Education Departments in the legislative and legal advisory work. She retired from the Senior Civil Service in 2011. Anne has interviewing, project management and business planning experience. She is a part time student and enjoys creative writing and her allotment.

**Appointed: July 2014**

# Governors Conference - 6 July 2017

## From Good to Outstanding



“Outstanding is a process... systems focussed on delivering Good can create a culture. Are our systems geared to Outstanding?”

Kevin Finnegan, Facilitator

### Outstanding – some key points to remember....

- > Get into the mindset! Outstanding is a process
- > Its being Outstanding to our **LEARNERS** ...(their learning experience, their achievement and their progression) that counts
- > Ofsted is not responsible; Ofsted is responsible for public money; ‘don’t do it for Ofsted do it for our learners’
- > Prevent – are we doing all we can to ensure learners are safe in our hands?
- > Its our learners and our story
- > Are we more successful than we were? Are we getting better, coasting or going down? How do we know?
- > Comparisons with other similar providers? How do we match up?
- > What are we really focussed on?



# What do Governors need to do to achieve outstanding governance?



- ◆ Refresh vision. Ensure it is fit for purpose now and for next 2 years as we respond to changes which area review recommendations and devolution of skills funding will bring
- ◆ Self-assessment of Governance
- ◆ Be more systematic on our statutory duties as a Governing Body
  - what are they?
  - audit compliance
- ◆ Ensure direction of travel meets strategic objectives
- ◆ Scrutiny of financial reports keep focus on impact on the learner
- ◆ Continue to monitor and check financial stability
- ◆ Stress testing e.g.
  - Political changes
  - Devolution of adult skills funding
  - Public sector pay cap
- ◆ Fee concessions / bursaries - could we do more to support more learners in need?



**Redbridge Institute**  
**Community Learning & Skills**

Gaysham Avenue

Gants Hill

Ilford

IG2 6TD

Phone: 020 8550 2398

E-mail: [enquiries@redbridge-iae.ac.uk](mailto:enquiries@redbridge-iae.ac.uk)

[www.redbridge-iae.ac.uk](http://www.redbridge-iae.ac.uk)

Clerk to Governing Body: [Clerk.GoverningBody@redbridge-iae.ac.uk](mailto:Clerk.GoverningBody@redbridge-iae.ac.uk)