HILLINGDON
LONDON

Local Authority Governor Nominee Eligibility Criteria

In May 2014 the DfE announced that all maintained governing boards must reconstitute under the School Governance (Constitution) (England) Regulations 2012 by September 2015. These regulations state that governing boards must only have one LA governor.

Local authority (LA) governors are not delegates from the local authority, so cannot be instructed how to vote at meetings. As with other governors, LA governors vote after hearing all the views, according to what is in the best interests of the pupils in the school. Once a collective decision has been made, all governors must accept it as being the majority view and be loyal to it outside the school.

Criteria for an LA Governor:

Any person applying to be an LA governor should:
• be eligible to be a governor (see Qualifications and Disqualifications document);
• not be an employee of the school.
• like all governors, *understand their responsibilities in relation to safeguarding of pupils.* promote the well-being and safeguarding of children.
• understand that being a governor requires commitment of time for meetings, reading, sharing the workload and visiting the school during school hours.
• *a clear motivation for becoming a LA Governor that is grounded in a commitment to education and improving outcomes for children and young people*, understand that a governing board is a corporate body seeking to raise standards in the school.
• seek to support the school to which they are appointed and abide by any Code of Conduct that the governing board has agreed, including respecting the confidentiality of board discussions.
• *a commitment to undertaking continuous professional development by way of governor training*
• be aware of and accept 'The 7 principles of public life', which apply to anyone who is elected or appointed as a public office-holder. The principles are selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Outline of the process

1. The Governing Body (GB) has a vacancy for a LA governor. The GB will discuss and agree the criteria that they are seeking in a nominee for the LA governor role. The GB will outline this criteria in an email to the Governance Support Officer at the London Borough of Hillingdon (LA) who will use this information to find a prospective LA governor.

2. The LA will seek a suitable candidate using the criteria received from the GB. The LA will ask the candidate to complete a governor application form. The LA school governance officer will discuss the role with the prospective governor.

3. If a suitable candidate has been recommended by the school, then please ask the candidate to complete a governor application form and also carry out the necessary security checks. Then proceed to step 4.

4. When a match is made, the LA will submit the LA governor application to the

Clerk/CoG and HT to consider and to make direct contact to have a further conversation regarding the role.

5. The Clerk and Chair will arrange a school visit to meet the candidate. If both parties are happy to proceed and satisfied with the match, the candidate is asked to observe one FGB meeting. The LA will carry out a barring check, check photo and address ID and obtain references.

6. If the candidate and FGB agree to proceed with the formal nomination, the FGB should ask the LA Governance Team to process this for approval by the Director of Education and Cabinet Member, by providing a copy of the GB minutes clearly highlighting the agreement to process the application (either as a draft or final copy) with the application form.

7. When formal approval is granted, the school will be notified by the LA Governance Team, and the term of office will start from the date provided in the formal acknowledgement. A letter will also be sent by the LA Governance Team to the applicant welcoming them as the new LA Governor.

8. The FGB will formally record this appointment in the minutes at the next FGB, stating the nominee's term of office.

9. FGB to undertake relevant DBS checks and induction and confirm term of office to LA governance team.

Re-appointment of an LA Governor:

Serving LA governors wishing to reapply for another term of office should make their wishes known to the board the school term before their term of office expires.

The LA governor should be asked to provide a personal statement to be presented at a full governing board outlining their intention to serve for a further term and the reasons why, enabling governors to make an informed decision when considering the person for re-appointment. A statement of intent should be forwarded to Governor Services along with a copy of the minutes when the FGB agreed for the LA Governor to be renominated.

A cabinet report for the re-nomination of the LA Governor will then be submitted by the LA Governance Support Officer. If approved Governor services will inform the Clerk/ CoG/ LA Governor that their re-appointment as LA Governor has been successful The FGB can then re-appoint the nominee by majority vote at the next Full Governing Board meeting. The term of office for the re-appointed LA governor re-starts from the end of the last term of office and records should be updated to reflect the new term

Removal of an LA Governor

Local authority governors may be removed from office by the local authority that nominated them. The local authority must give written notice of the removal to the clerk to the governing body and to the governor concerned."

Legislation & Statutory Guidance:

Constitution of governing bodies of maintained schools - GOV.UK

Local authority governors (regulation 8)

Local authority governors are nominated by the local authority but appointed by the governing body. The local authority can nominate any person who is eligible to be a local authority governor, but it is for the governing body to decide whether their nominee has the skills required to contribute to the effective governance and success of the school

and meets any other eligibility criteria they have set. Local authorities should therefore make every effort to understand the governing body's requirements and identify and nominate suitable candidates. An individual eligible to be a staff governor at the school may not be appointed as a local authority governor.

Maintained schools governance guide - 5. Governance structures - Guidance - GOV.UK

5.3.6 Local authority governors

A local authority governor is a governor that has been nominated by the local authority (though does not need to be connected to a local authority) and appointed by the governing body.

The governing body should make clear its criteria for local authority governors and a local authority needs to make every effort to understand the governing body's requirements to identify and nominate suitable candidates.
The governing body decides whether the local authority nominee meets the eligibility criteria. If it chooses to reject the candidate, it will need to explain this decision to the local authority.

A local authority governor, like any other governor, **must** govern in the interests of the school and not advocate the interests of the local authority