

Governor Services – Statutory, Strategic and Traded Activities

Statutory & Strategic	Activity
<p>Education Act 2002 section 22 The local education authority shall –</p> <p>a) Provide governors, free of charge to every governor, with such information as the LA consider appropriate in connection with the discharge of their functions as a governors</p>	<p>Newsletter sent to all Lancashire governors,</p> <p>An induction pack sent to all new governors via home addresses.</p>
<p>b) Make available, free of charge to every governor, such training as the LA consider necessary for the effective discharge of those functions.</p>	<p>Governor Training brochure produced annually. This has information on offered (traded) courses sent to all governors irrespective of SLA subscription.</p>
<p>Education Act 2002 Section 20 and subsequent regulations and amendments</p> <p>LA duty to prepare and check governing body instruments of government</p>	<p>LA has to check the instrument for maintained schools to ensure it complies with regulations.</p> <p>LA has to provide copies of the Instrument of Government, free of charge, to all governors, trustees in the case of a foundation, to the diocesan authority or other appropriate religious body</p>
<p>Education Act 2002 & 2011 and regulations The School Governance (Constitution) (England) Regulations 2007 & 2012</p> <p>Appointment/nomination of local authority governors to a governing body</p>	<p>Co-ordinate the nomination of and appointment of authority governors to each governing body.</p>
<p>Education and Inspections Act Section 67 et al</p> <p>Appointment of additional governors to a governing body.</p>	<p>The local authority retains powers of intervention where schools are causing concern, and these powers allow the appointment of additional governors in certain circumstances and unlimited numbers of additional governors –</p> <ul style="list-style-type: none"> • when a school requires special measures or significant improvement • if the school has been subject to a formal warning, from the local authority. <p>Governor Services recruits and brokers the placement of additional governors.</p>
<p>School Standards & Framework Act 1998 The Parent Governor Representatives (England) Regulations 2001</p> <p>Election of parent governors to overview and scrutiny committees</p>	<p>Governor Services administers the elections and arranges some of the induction.</p>
<p>Education Act 2002 & 2011 and regs The School Governance (Constitution) (England) Regulations 2012</p> <p>Election of staff and parents to a governing body</p>	<p>The LA is responsible for elections in community and voluntary controlled schools. LCC delegates to headteacher.</p> <p>Governor Services provides procedural advice and guidance on these elections, and reviews guides in light of amended legislation.</p>
<p>School based complaints</p>	<p>Schools and governors are encouraged to involve their LA and</p>

	<p>teachers' associations in drawing up these procedures.</p> <p>Governor Services</p> <ul style="list-style-type: none"> - produces model procedures - co-ordinates responses to school based complaints on behalf of the LA - provides advice and guidance to those making complaints
Governor Database	Development and maintenance of governor information to meet LA statutory duties
<p>General advice and guidance to governors</p> <ul style="list-style-type: none"> - LA statutory duty to provide information free of charge to all governors. 	<p>Governors area on school portal</p> <p>Email/phone helplines</p>
Recruitment of Local Authority governors	Proactive role for LA admin to keep vacancy levels below national benchmarks, liaising with SGOSS (School Governor One Stop Shop)
Liaison, on behalf of the LA, with external organisations on governance issues	<ul style="list-style-type: none"> - Diocesan/church authorities - Lancashire Association of School Governing Bodies - County Union Secretaries - National Governors Association - National & regional Co-ordinators of Governance - School Governor One Stop Shop
Traded Service	Activity
Governing Body Clerking Service	<ol style="list-style-type: none"> 1) Support for independent clerks 2) Providing clerking service to governing bodies of maintained schools 3) Providing clerking service to governing bodies of academies 4) Training for governor service staff 5) Training for governor service, independent and external clerks 6) Annual conference for clerks
Governing Body Training & Development service	<ol style="list-style-type: none"> 1) Training programme offered to governors of maintained schools 2) On-line training provision 3) Training programme offered to governors of academies 4) Annual conference for chairs of governing bodies 5) Training & development newsletter each term 6) Provision of guides on topical governance issues
National Challenge programme	Clerking and company secretary support for the education trusts established under the National Challenge programme
Alternative provision	Clerking support for Pupil Referral Units
Early Years	Children's Centre governance development & support
School Improvement & Challenge Board	Additional support for governing bodies in challenging circumstances