

(Draft)The Role of the Governor Appointment Panel (GAP)

From September 2014

This document is in progress 5 March 2014

Background and context

Changes to governance regulations from September 2014

Two major regulatory changes are being proposed, which will have an impact on local authority governor representation in maintained schools.

1. All appointed governors will **selected for the skills and experience** they bring to the role
2. **All** maintained school governing bodies will be required to **reconstitute** under the 2012 constitution regulations **by September 2015**

In Kent, this means that by September 2015, the number of local authority governor positions in Kent schools will have reduced from 747 to 444, and that all posts should be filled by skilled and experienced individuals. However to achieve this outcome, the authority will require a new approach to the process of selection and appointment, and the creation of a mechanism to identify (based on current numbers), the 139 serving LA governors who will potentially need to be deselected, as surplus to requirements. Because appointment is in future to be based on skills, surplus governor decisions will also need to be skills based.

Decisions are currently made by the Governor Appointments panel, supported by KCCs Governor Services and Democratic Services.

Duties from September 2014 (develop this into a procedure)

1. Shape and influencing future protocols and decisions
2. Manage the de-selection process for local authority governors as governing bodies reconstitute under the 2012 regulations (for the period to September 2015)
3. Select nominees for the post of local authority governor and create a pool of expertise
4. Oversee the matching and appointment of nominees to governing body vacancies
5. Make decisions about the removal from office of a local authority governor

Guiding principles for the selection of local authority governor nominees in Kent

The local authority

- makes all decisions about local authority governor representation on the governing bodies of maintained schools based on the skills they require to be effective governors
- has established clear criteria and expectations for the role and function of a local authority governor
- has fair open and transparent procedures for selection and nomination
- has established a robust procedure for matching individual nominees with the skills requirements identified by each governing body
- ensures that local authority governors are provided with access to information outlining Kent's education policy, aims, objectives, and targets
- has established clear and fair criteria and procedures for the removal of local authority governors

Selection of nominees GAP

1. Elected members provided with recruitment resources and vacancy information
2. GB identifies skills required for a particular vacancy
3. Potential nominee receives information pack (role expectations and any school based information), and completes an application form
4. Matching exercise by Governor Services
5. Nominations approved by panel
6. Nomination(s) passed to the school for appointment
7. Nominee appointed and LA notified
8. Nominee rejected – decision and reasons in writing to the LA, and the person rejected

The role of elected members

1. Attend briefing
2. Receive regular vacancy reports
3. Provided with recruitment brief and appropriate resources
4. Share recruitment materials and invite nominations

5. Sign application forms
6. Be proactive in encouraging nominee applications

Resources yet to be developed

1. Application form with skills audit
2. GB form specifying requirements
3. Member's recruitment resources (role expectations done – what else might they need?)
4. Protocols for an Annual Briefing session for local authority governors
5. Procedure for removing surplus local authority governors

Appointment Form overview

- Disqualification criteria
- Evidence of the extent to which they possess the skills and experience the GB desires
- Their commitment to undertake training to develop or acquire the skills to be an effective governor
- How they plan to contribute to the work of the governing body

Governing Body form

- Skills required
- Other eligibility criteria
- Term of office
- Frequency and time of meetings
- Committee structure and requirements