

# Opportunity, Work together, Nurture

## Role descriptor: Local Governance Committee member

OWN Trust values and respects the work LGC members do for their schools and is committed to maintaining and supporting LGCs as a school-specific layer of governance.

Everyone involved in governance at OWN Trust commits to the Nolan seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership. This is reflected in our code of conduct which applies at all levels of governance.

Local Governance Committees are composed of:

1. Two elected parent members<sup>1</sup>
2. One elected staff member
3. The Headteacher
4. The remainder of the LGC members (up to seven) are appointed by the Trust Board.
5. The maximum size of LGCs is normally 11, however if there is a need to strengthen the LGC, or where additional Local Governors are needed to provide balance to the membership of the LGC this can be exceeded for a period of time.
6. All appointments are for a period of four years.

All Local Governance Committee members, whether appointed or elected, are of equal standing.

The LGC is a corporate body, and members have no individual responsibility or individual authority except where it has been specifically delegated to them.

Elected members are chosen from the stakeholder group that elected them (ie they are parents or staff), but they are not there to represent these groups specifically or exclusively.

LGC members' core duties:

1. Making sure all the children in our care are safe, well and happy, by acting as their 'champion'.
2. Making sure we are doing all we can so that each and every child in the school has access to a good education and is supported so they can reach their full potential.

3. Being a “voice” for staff and parents. LGC members will ensure these groups’ needs and views are considered but will not advocate on behalf of individuals or raise complaints/concerns which should be dealt with via the school’s complaints process.
4. Representing the school in the community and representing the community in the school.
5. Making recommendations to the Trust about what is best for the school and its pupils.
6. Working with the school and Trust to build and monitor the school’s budget, curriculum, attendance and educational standards.

How do LGC members exercise their duties?

1. The Local Governance Committee meets three times per year.
2. LGC members visit the school throughout the year to inform themselves about the circumstances and context of the school, and to see for themselves how strategies, priorities, and policies are applied. Members are encouraged to maintain regular contact with the school as part of their role either by visiting or by virtual/telephone meetings with their school link, assemblies, performances, trips etc.
3. LGC members may be asked to take on an oversight role, known as a ‘portfolio’. All LGCs have a portfolios for Safeguarding; SEND; Finance; Quality of Education; and Premia. There may be additional monitoring roles depending on your school’s priorities.
4. LGC members work closely with the school’s leadership team.

Further information on the role of Local Governors can be found in:

- The Governance Handbook  
<https://www.gov.uk/government/publications/governance-handbook>
- OWN Trust Scheme of Delegation  
<https://www.own-trust.education/attachments/download.asp?file=1321&type=pdf>
- OWN Trust Articles of Association (articles 85-89)  
[www.own-trust.education/attachments/download.asp?file=914&type=pdf](http://www.own-trust.education/attachments/download.asp?file=914&type=pdf)
- Department for Education guidance on roles  
[Academy trust governance - structures and role descriptors \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444444/academy-trust-governance-structures-and-role-descriptors.pdf)

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<sup>i</sup> If the number of candidates standing for election is less than the number of vacancies, the Trust may appoint an eligible person (parent, or individual exercising parental responsibility at this or another school in the Trust) to fill any remaining vacancy/vacancies.