**Role of a Governor**

**Purpose of the Role**

To contribute to the work of the Board as laid out below:

* The Board, led by the Chair, provides checks and balances to the operational executive team led by the Principal.
* The Board is accountable for its stewardship of public funds to deliver a quality service and for the performance of its legal and statutory duties.
* The Board will set the strategic direction of the College and monitor College performance by setting targets and agreeing key performance indicators.

**Duties**

These are specified in the Instrument and Articles of Government.  Governors are responsible for: –

* Determination of educational character and ethos;
* Articulation of vision, values and strategic direction;
* Approving the quality strategy of the institution;
* Oversight and monitoring of college activities;
* Effective and efficient use of resources;
* Financial probity;
* Safeguarding assets;
* Approving annual estimates of income and expenditure and three year; financial plan;
* Approving strategic plan;
* Appointment, grading, suspension, dismissal, appraisal and determination of pay and conditions of the Principal, designated Senior Post Holders and the Clerk;
* Setting framework for pay and conditions of service of all other staff;
* Agreeing retention and achievement targets, monitoring academic achievement and raising standards;
* Ensuring the correct policies and procedures necessary to fulfil its legal obligations.
* We estimate that the time commitment required of a governor is between five and eight hours a month.

**Eligibility:**

* Governors are required to make an annual declaration of eligibility and of interests.  This is held by the Director of Governance and is made available to members of the public.
* A person is not eligible to be a Governor of an FE college if he or she has been declared bankrupt within the last three years or served a sentence for a conviction within the last five years, or been removed from office as a member of an FE Board within the last ten years.
* Governors should not normally have a teaching role or be a student at the college unless they are appointed as staff or student members.
* Although not a statutory requirement, Governors are required to agree to Disclosure and Barring service (DBS) criminal record checks on appointment and on re-appointment.
* Governors are required to participate in the annual appraisal programme.

Note on governor liability: The College has indemnity insurance to cover governors acting in good faith. In most circumstances if there is a problem at a College resulting in loss to a third party, the aggrieved person may sue the College as a corporate entity. In certain exceptional circumstances it may be possible for a claimant to sue an individual governor. However, the law\* provides some protection in this situation so long as the governor has acted honestly and reasonably. (\* Section 145 of the Learning and Skills Act 2000)

**Governor Person Specification**

Core Elements

Governors should be able to demonstrate: -

* An active interest in further and higher education;
* Commitment to lifelong learning and the role of the college as a major provider of education and training;
* Commitment to promoting equality and diversity;
* Commitment to quality and raising standards;
* Willingness to promote the College within the community it serves;
* Ability to work positively with others and to contribute as a member of a team;
* Agree policies and strategies and ensure these can be monitored and implemented;
* Ability to make reasoned decisions and to act honestly, diligently and in good faith;
* Ability to contribute to establishing performance targets and the monitoring of performance against these;
* Commitment to attend Board Meetings, Committees and other governor events and training sessions.

Generic Skills

* Strategic awareness;
* Financial awareness;
* Vision and commitment;
* Ability to share and work to common values;
* Critical listening and appraisal skills;
* Ability to ask probing questions;
* Analytical and problem-solving abilities;
* Integrity to act without self-interest;
* Ability to work within a framework of collective decision-making in the best interests of the Board and College;
* Awareness of standards in public life, public accountability and a determination to abide by them;
* Communication skills and the ability to influence.
* A commitment to the promotion of the College Equal Opportunities and Health & Safety Policies.

An appointment as a governor of this College is a public appointment. All governors are required to abide by the Board’s Code of Conduct, which is based on the seven principles of public life (the ‘Nolan’ principles): selflessness, integrity, objectivity, accountability, openness, honesty and leadership. All governors, including staff and student governors, work on a voluntary basis. The College meets reasonable out-of-pocket expenses incurred by governors in the performance of their duties. These might include travel expenses incurred in attending external training courses or meetings.