

Role of a Co-opted Governor

Purpose of the Role

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

- to strengthen the breadth of experience and skills available on a committee
- to contribute their professional and specialist skills to the Corporation's committees by scrutinising management's performance

Duties

Co-opted governors' main duties are: –

- providing advice and expertise to assist the committee in its work
- attend committee meetings, governor training, induction and other events as required
- contribute to the business of the committee as detailed in the committee's Terms of Reference
- contributing to the monitoring of achievement against objectives
- to comply with the legal framework in which the College operates
- participate in the evaluation of the effectiveness of the committee and its overall contribution to the role of governance within the College

Eligibility:

- Governors are required to make an annual declaration of eligibility and of interests. This is held by the Governance Professional 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 to agree to DBS¹ 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)*

¹ <https://dbscheckonline.org.uk/>

Governor Person Specification

Core Elements

Governors should be able to demonstrate: -

- An active interest in further 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 Committee meetings and other governor events and training sessions

Generic Skills

- Strategic 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 Committee and the 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 co-opted 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, student and co-opted 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

