

Terms of Reference for the Lead Governor on Staffing for the Governing Body of St. Martin's CE Primary & Nursery School

Agreed at meeting of the full Governing Body (date): 26th March 2012

Reviewed: 24th April 2013, 14th October 2013, 1st October 2014, 30th September 2015, 28th September 2016, 13th September 2017, 17th September 2018

Date of next review: September 2019

Name of governor lead: TBC

Purpose

The purpose of this document is to set out the role and responsibilities of the lead governor for staffing and clarify the level of decision making that the Governing Body has agreed will be delegated to this governor

The Governing Body's responsibility for resources

The Governing Body has responsibility to ensure that the resources allocated to our centre are used to ensure the best provision for those it serves. The Governing Body recognises that it is accountable for the way in which resources are used and is committed to carrying out this responsibility honestly, transparently and with integrity. The Lead Governor will work with the Headteacher and provide a lead within the Governing Body on the Governing Body's responsibilities listed below. The Governing Body will operate in accordance with the provisions of the Scheme for Financing Schools (the LMS Scheme), Minimum Standards Financial Regulations to maintain effective arrangements for the efficient deployment of school resources

Best Value

Where possible and reasonable the governing body will ensure the principles of Best Value are followed when making decisions.

The principles of Best Value are:

- Challenge - why, how and by whom an activity is carried out;
- Compare - performance against other schools and between parts of each school;
- Consult - involving stakeholders, especially pupils and parents;
- Compete - as a means of securing efficient and effective services.

Decision or Recommendation

Where a D is entered below, the lead governor has delegated decision making. This must be reported back to the full GB. NB committees cannot delegate decision making to individual governors, only the full GB can do this.

Where an R is entered below, the lead governor will provide a recommendation to either the full governing body or the relevant committee.

Staffing	D/R
In consultation with the Headteacher, and giving consideration to any school improvement/development plans, to review the staffing structure annually and whenever a vacancy occurs and recommend changes to the Governing Body	R
To work in consultation with the Headteacher in respect of governor involvement in different types of appointments.	D
To ensure that requirements for safer recruitment are in place	D
<p>To review the following policies and ensure that staff are consulted on changes to policies that affect their terms and conditions of service:</p> <p>All Personnel policies in consultation with the up to date list held by Devon County Council Human Resources team (excluding Pay, Grievance and Disciplinary which must be recommended for approval by the Full Board)</p>	R