



## **Framework for the Establishment of Local Governing Boards (LGBs)**

### **Constitution**

In accordance with the Articles of Association, the LGB shall comprise the following membership:<sup>2</sup> –  
Staff members (may be elected or appointed by LGB);  
2 – Parent members (may be elected or appointed by LGB);  
8 – Trust Appointed Members (not less than 4)<sup>1</sup>;  
1 – Head of Academy / Principal<sup>2</sup>;  
1 – Trust Representative<sup>3</sup>.

### **Terms of Office**

The appointment of Trust Appointed Members shall be approved by the Directors' Board and the term of office shall be four years. For Parent and Staff Members, either appointed by the LGB or elected, the LGB shall determine the term of office at the time of either appointment or election but this should not exceed four years.

### **Quorum**

To be quorate, at least 50% of appointed and elected members should be present (rounded down) and staff members (excluding the Head of Academy / Principal) should not exceed one third of the total membership including the Head of Academy / Principal.

### **Proceedings (list is not exhaustive)**

The LGB shall abide by the Trust's Articles of Association, Scheme of Delegation, Terms of Reference and policies.

The LGB shall meet at least once every term.

The LGB may establish committees with corresponding terms of reference; the quorum for committees shall be at least 3 governors, two of whom should be non-staff.

The Chairperson and Vice Chairperson of the LGB must stand for (re)election annually (Trust Staff from any setting who are governors may not stand); further to this the Directors' Board have resolved that by virtue of the Office of Chairperson of the LGB, that they delegate the 'Power to Act' in circumstances where the chair of the LGB is of the opinion that a delay in exercising the function would be likely to be seriously detrimental to the interests of; (a) the academy; (b) any pupil at the academy, or their parent; or (c) a person who works at the academy.

All meetings (including committees) are to be clerked and minutes taken.

Minutes are to be kept and published in accordance with the Trust's relevant regulations.

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<sup>1</sup> Staff may also be included but the total staff excluding the headteacher should not exceed one third of total membership including the headteacher

<sup>2</sup> By nature of the office

<sup>3</sup> Non-voting