

DIY Guide Guidance for School Governors

Why have committees?

Committees:

- Have powers and responsibilities delegated by the full governing body, which must be laid out clearly in the terms of reference (TORs) for each committee.
- Enable the full governing body meetings to concentrate on strategy.
- Enable a sharing of the workload.
- Increase the involvement and participation of individual governors.
- Reduce time spent in full governing body meetings discussing operational issues that would be better dealt with by a smaller more focussed group.
- Provide opportunities for individual governors' skills and experience to be used.

Possible drawbacks:

- Too many committees can stretch governors too thinly with more meetings to attend.
- Too many committees can increase bureaucracy and slow down getting things done.
- Lack of clarity about delegated powers can mean decisions made by committees are repeated in full governors' meetings.

These drawbacks can be avoided by

- A review by the full governing body of the structure, terms of reference, constitution, and membership of committees annually. This is a statutory requirement. The committee structure is easy to change.
- Clear and comprehensive terms of reference (TORs).
- Circulation of committee minutes of to governors before each full GB meeting. (All decisions taken by committees under delegated powers must be reported regularly to the full governing body).

Notes:

The governing body must determine the purpose, membership and proceedings of any committee it sets up.

Governing bodies remain corporately responsible for all decisions taken under powers delegated to committees.