

TO: NORTH YORKSHIRE SCHOOL PRIMARY
GOVERNORS

Stuart Carlton
**Corporate Director – Children & Young People's
Service**

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31 January 2020

Dear Governor,

Election of Primary School Governors to the North Yorkshire Schools Forum

The Children and Young People's Service is seeking nominations to fill three Governor representative vacancies that have arisen on the North Yorkshire Schools Forum.

The vacancies are for three Primary School Governors.

Governors interested in nominating themselves are advised to first read the information provided in the appendices on the role and remit of the Schools Forum.

Term of Office

The term of office is for a period of four years due to commence April 2020.

Eligibility to Stand for Election

To be eligible for election, the nominee(s) must be a serving Primary School Governor at a North Yorkshire maintained school at the date of the election. Governors who are members of an interim executive board are not precluded from nominating themselves.

Nominees are reminded that they may only remain a member of the North Yorkshire Schools Forum whilst holding office as a Primary Governor at a North Yorkshire maintained school. If either the nominee leaves their role as a School Governor or the school converts to academy status, their membership of the North Yorkshire Schools Forum will automatically cease.

Ineligibility to Stand for Election

Governors of academies are not eligible to stand for nomination for these particular vacancies. There are currently eleven academy positions on the Forum and representation is managed by the academies in North Yorkshire themselves.

Governors who hold either an Executive Member role or who are officers involved in the management of or provision of advice on school funding in the County Council are not eligible to stand.

How to Nominate

To register your nomination, please complete the Nomination Form at Appendix 3 and send it to the address at the bottom of the second page.

Nominations must be received by the County Council no later than 5.00pm on Friday, 14 February 2020.

The Process of Appointing

Where the number of nominations received is equal to the number and type of vacancies, the candidates will be appointed with immediate effect.

Should more than the required number of nominations be received, for either phase, a formal ballot of all School Governors in the phase will be held with the vacancy being filled on the following basis:

- a. The candidate securing the highest number of votes will be appointed with immediate effect.
- b. In the event of a tie, the Corporate Director – Children and Young People's Service is required to appoint the representative having taken account of the experience and expertise of the candidates. The Corporate Director is not obliged to appoint a representative if, in their view, none of the candidates are suitable.

Timetable

The following table sets out the timescales for the completion of this election:

Publication of the announcement of the vacancies and details of the election process via the electronic red bag	31 January 2020
Closing date for nominations	5.00pm on 14 February 2020
In the event of more than the required number of nominations being received, the following ballot timetable will apply:	
Ballot papers issued	28 February 2020
Closing date for receipt of completed ballot papers	13 March 2020
Ballot paper count	16 March 2020
Announcement of results	17 March 2020

If you require any further information or assistance on this matter, please do not hesitate to contact me (tel: 01609 532727 or e-mail: deborah.wilbor@northyorks.gov.uk).

Yours sincerely



Howard Emmett
Assistant Director – Strategic Resources