

June 2018

Responsibilities	The Local Management Committee (LMC) is responsible for ensuring the relevant Trust and Nurseries vision and strategies are delivered successfully. They are also responsible for the governance of the BEST Nurseries and BEST House. The scope of responsibility is determined by the annually agreed and updated BEST Governance and Scheme of Delegation document
Roles / Functions	<ul style="list-style-type: none"> • Providing an appropriate balance of challenge and support for the Nursery Manager/Director and staff • Approve and monitor Improvement Plans / SEF • Oversight of budget • Monitor the implementation and effectiveness of all policies • Monitor all statutory and non-statutory safeguarding systems, processes and practices and ensure they are rigorously adhered to • Undertake focused visits to the nursery as part of the monitoring cycle • Reviewing performance • Contribute to the review of performance of the Nursery Manager/Director (led by the CEO) • Admissions • Approving the nurseries curriculum and approach to teaching and learning within the high-level guidelines of the Trust • Parental engagement • Community and partnership initiatives to support the nurseries • Where appropriate, convene panels to decide on issues of complaint, dispute or appeal
Membership	<p>The membership shall be a minimum of 5 members consisting of:</p> <ul style="list-style-type: none"> -BEST CEO -another BEST Trustee (minimum of 1) -Nursery Manager -BEST COO -nursery service user representative (at least 1) <p>The BEST Board of Trustees has the right to appoint additional full members at its discretion.</p>
Chairing	The group shall elect a Chair from its membership for a one year period of office. The Chair is eligible to stand again in subsequent years
Accountability	The group is accountable to the BEST Board of Trustees and Members
Support / Clerking	The LMC shall appoint a suitable clerk to provide professional support
Frequency of Meetings	The group shall meet at least termly
Review Process	The group shall review its effectiveness on an annual basis as part of its annual calendar of activity / planner