



BOARD OF TRUSTEES - Terms of Reference

Core Purpose

- To establish the overall strategic direction of the Trust and set the values by which it will work.
- To hold the Executive Headteacher to account for the overall performance of the Trust and each academy within it.
- To ensure financial probity and value for money across the Trust.

Membership

- There shall be eight Trustees all known as the Board.
- All Trustees are appointed by members.

All Trustees will be appointed on the basis of the skills, knowledge and experience they bring.

The Board will support all Local Governing Bodies (LGBs) by:

- Setting a clear strategic vision for the Trust as a whole which allows each LGB to achieve its own aims and objectives within that vision.
- Ensuring systems are in place to allow for the timely scrutiny of good data in order for the LGB to challenge and support the individual Academy's SLT.
- Determining a scheme of delegation which makes clear the powers and limits of LGB's and leadership teams.
- Ensuring all local governors have access to appropriate training.

Proceedings

In carrying out its role, the Board will aim to be competent and accountable, promoting and upholding high standards of conduct, probity and ethics.

- All Trustees must sign up to the Trust's Code of Governance.
- The term of office for all trustees will be four years.
- The Chair will be elected by the Board for a period of two years.
- The Board will meet at least once per term.
- The quorum will be 3 trustees.
- Trustees may, by prior arrangement, contribute to a meeting via communications technologies.
- The Board may establish committees as it sees fit, inviting such people as it needs, to provide information and advice, provided that the total number of non-trustees does not constitute the majority of the committee.
- All trustees must complete the register of interest and comply with procedures for dealing with them.
- The Board will review its own performance annually.

Responsibilities

Strategic Leadership

- To set the vision for the Trust and its application at both Trust and academy levels.
- To determine corporate strategy and planning.
- To comply with all legislation, charity and company law.
- To comply with Articles and Funding Agreements determining the admissions policy and arrangements for each academy.
- To set HR policies and procedures (as legal employer of all staff), developing appropriate terms and conditions of service with each academy, including the performance management policy and pay policy.
- To set other Trust-wide policies.
- To oversee public relations activities to project the activities of the Trust and the academies to the wider community.

Standards

- To oversee the standards and outcomes across the Trust.
- To set annual targets for the Trust in general and for individual academies.
- To regularly review performance across the Trust.
- To set policies for safeguarding and ensure their implementation.
- Support and intervention strategies for individual academies.
- To oversee key performance data on a Trust and individual academy basis.

Finance and Resources

- To oversee the finances of the Trust and the individual academies.
- To establish a funding model for use across the Trust and the academies.
- To agree each academy's annual budgets (in consultation with each LGB).
- To ensure compliance with the Academies financial handbook.
- To oversee the finances of each academy.
- To develop a revenue generation policy.
- To determine, after consultation with each academy, the extent of services provided centrally to the academy and the allocation of cost.
- To oversee the effectiveness of the delivery of centrally provided services.
- To establish processes for local management and maintenance of assets and appropriate registers.

Personnel

- To ensure processes are in place for the appointment of Trustees and governors of LGB's.
- To appoint Head of School (in consultation with the Executive Headteacher and the LGB and according to the scheme of delegation).
- Responsibility for the performance management of the Executive Headteacher.
- To train and evaluate the work of Trustees and Local Governors.
- Power to withdraw delegated powers from the LGB and, if necessary, disband it.

Appendix

1. Conflict of interest.
2. Dealing with breaches of the code.
3. Instances where the Board may take action with the LGB.