

Governance Statement

Members

Believe Academy Trust is a limited company by guarantee, its Members are responsible for raising the guarantee, appointing Directors to the Board and holding them to account for effective governance of the Trust.

Names of Members:

Mr Peter Miner

Date of original appointment: 02/08/11

Date of re-election: 01/06/21

Term of office: 4 years

Business & Pecuniary Interests: None

Governor Roles in other Educational Institutes: None

Mrs Henrietta Robinson

Date of original appointment: 01/04/14

Date of re-election: 01/06/21

Term of office: 4 years

Business & Pecuniary Interests: None

Governor Roles in other Educational Institutes: Trustee for Believe Academy Trust

Rev Richard Shaw

Date of original appointment: 02/08/11

Date of re-election: 01/06/21

Term of office: 4 years

Business & Pecuniary Interests: None

Governor Roles in other Educational Institutes: None

Member resignations 12 months+

Mrs Michaela Saunders

Date of original appointment: 01/06/17

Date of resignation: 31/05/21

Term of office: 4 years

Business & Pecuniary Interests: None

Governor Roles in other Educational Institutes: None

Mrs Julie Day

Date of original appointment: 01/06/17

Date of resignation: 14/06/19

Term of office: 4 years

Business & Pecuniary Interests: None

Governor Roles in other Educational Institutes: None

Trustees

Scope of Responsibility

As trustees we acknowledge we have overall responsibility for ensuring that Believe Academy Trust has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The board of trustees has delegated the day-to-day responsibility to the **chief executive**, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Believe Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. Whilst details of Director Appointments and Resignations can be found on Companies House, a summary table is provided below:

Academic Year 2021-22

Resignations	Appointed by	Resignation Date	Date of Appointment	Term of Office
L Sharkey	Directors	7 October 2021	20 June 2019	4 years
A Shaw	Members	30 June 2022	23 May 2019	4 years

Academic Year 2020-21

Resignations	Appointed by	Resignation Date	Date of Appointment	Term of Office
A Hurt	Members	15 July 2021	24 November 2016	4 years

Academic Year 2019-20

New appointments	Appointed by	Date of Appointment	Term of Office
A Paulson	Directors	10 October 2019	4 Years

Resignations	Appointed by	Resignation Date	Date of Appointment	Term of Office
G. Boyd	Position	10 October 2019	1 April 2014	N/A

The **board of trustees** has formally met 6 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustee	Meetings attended	Out of a possible
H Robinson (Chair)	5	6
A Rogers	4	6
R Lambert (staff trustee)	6	6
K Sheppard	4	6
A Paulson	4	6
J Freeman	3	6
A Shaw (resigned on 30 June 2022)	3	5
L Sharkey (resigned on 7 October 2021)	0	1

Believe Academy Trust

The **Pay, Performance and Personnel** is also a sub-committee of the main board of trustees. The main powers and functions delegated by the Board to this committee broadly consist of:

- Performance - To oversee the running of the academies in terms of learning, standards, safety and wellbeing
- To hold the CEO, Executive Team, Heads Committee and Academy leadership to account in conjunction with academy performance, curricular offer, quality of care and provision.
- To review the effectiveness of grant expenditure, including pupil premium and sports grants
- To review and consider reports and recommendations from externally commissioned sources, e.g. Pupil Premium report, external moderation etc.
- Pay – prepare and submit recommendations for associated policies (e.g. appraisal and pay), make performance management arrangements for senior personnel, moderate pay decisions, set salaries for management posts, approve changes to management staffing structures, hear appeals against threshold assessment applications, determine salaries of teaching and support staff.
- Grievances – consider staff grievances and staff complaints of harassment.
- Staff Discipline/Dismissals – ensure procedures and processes have been followed, determination of dismissal from post, provide opportunities for staff to make representations, inform of right to appeal against decision.
- Staff Appeals – consideration of staff appeals against decisions made
- Personnel – receive reports and make recommendations to the Board in all matters relating to staff at the Academies (e.g. working environments, NQT induction, appointments)

Trustee	Meetings attended	Out of a possible
R Lambert	1	1
H Robinson	1	1
A Rogers	1	1
A Shaw	1	1

Local Governance

Governance

Currently the Trust Board have assumed the responsibilities formerly held by Arnbrook Primary's Academy Council. The Academy Council has temporarily been disbanded due to recruitment issues and lack of capacity for effective governance approaches. Therefore, a summary of Governor Appointments and Resignations can be found above.

The main powers and functions assumed by the Board in the absence of a local governance model broadly consist of:

- To set the overall strategic objectives linked to the specific academy
- To review the running of the academies in terms of the curricular offer, safety and wellbeing and self-evaluation processes.
- To support the CEO and Head Teacher's Board, in holding local academy leadership to account, in conjunction with the curricular offer, quality of care and provision. Note: - holding leaders to account on standards, including for key groups, sits with the CEO and ultimately the Board.
- To operate in accordance with the statutory appraisal regulations and the Trust's adopted policy.
- To ensure that the Academy or Academies are conducted in accordance with the objects of the Trust, the terms of any Trust governing the use of the land which is used for the purposes of an Academy, any agreement entered into with the Secretary of State for the funding of the Academy or Academies and these Terms of Reference.
- To consider budget monitoring information and consult with the CEO/CFO in order to make recommendations to the Head Teacher/Principal in relation to any potential overspending.

- To adopt financial prudence in managing the financial affairs of the Trust in so far as these relate to the Academy and are delegated to them in order to support the Board and its' committees in relation to proper use of funds & delivering high quality educational provision.
- To represent the views of the community (including but not limited to in discussions on budget issues that relate to community engagement and activity and make recommendations to the Head Teacher/Principal).
- To support the Head Teacher/Principal in recruitment and selection, grievance, disciplinary and exclusion processes where appropriate.
- To promptly implement and comply with any policies or procedures communicated to the LGBs by the Board from time to time.
- To support the Trust's senior management staff deal with parental complaints pursuant to the Trust policy on parental complaints.
- To draw any significant recommendations and matters of concern to the attention of the Board.
- To review and report student issues relating to attendance, punctuality and discipline. To appoint an Exclusion Appeals Committee.