



# Governance Arrangements 2023-2024

## **Governance Arrangements**

The Trustees have established committees (Local Governing Bodies and Finance & Planning Committee) either with delegated authority to make decisions or for the purpose of providing advice and support, informing the overall work of the Trust Board. However, these committees are not legally responsible or accountable for statutory functions – the Trust Board retains overall accountability and responsibility.

The responsibilities of board committees are set out in their terms of reference; The Trust Board will appoint committee members and Chairs.

Delegation can be removed if trustees determine that a committee is unable to meet key performance indicators.

The purpose of the Governing Body is to provide independent oversight of the management and operation of each academy, with the aim of improving the quality of education provided and raising standards.

Executive Leaders and the Senior Leadership Team make the day-to day decisions about running the academies.

Trustees shall ensure that the minimum requirements of committee members (governors) for the academies LGB are:

- Chair
- At least two parent governors
- The Headteacher (ex officio)
- At least one staff governor
- At least one local authority governor
- Any number of co-opted/community governors

### **The role of the Governing Body (in line with the scheme of delegation) is:**

- Building an understanding of how the academies are led and managed
- Determine school level policies which reflect the Trusts ethos and values
- Management of risk: establish register, review and monitor

- Monitoring whether the academies are:
  - Working within agreed policies
  - Is meeting the agreed targets
  - Managing its finances and resources well
  - Engaging with stakeholders
  - Reporting to the Trust Board

**The Governing Body responsibilities include;**

- Review, approve and monitor the Academy Development Plan (ADP)
- Review, monitor and challenge Headteacher/SLT reports:
- School performance & improvement
- Safeguarding, SEND, other vulnerable groups
- Behaviour, attendance & safety
- Student development

The Governing Bodies are sub committees of the Trust Board. Governance structure & committees are established and reviewed annually by the Trust Board.

## Roles and Responsibilities

### Lower Academy Local Governing Body 2023/24

Name	Term of Office	Committees/Responsibilities
Nick Luckock	03/09/2021 – 31/08/2024	Chair of Governing Body
Louise Sherman	01/09/23 -	Ex-officio (Headteacher)
Keith Bobbin	01/09/2017 – 31/08/2024	Governor (Community)
Leah-Marie Smith	02/12/2021 – 31/08/2024	Governor (Parent)
Gemma Stoddard	29/09/2022 - 31/08/2025	Governor (Staff)
Sam Ricks	25/05/2023 – 24/05/2026	Governor (Staff)

## Upper Academy Local Governing Body 2023/24

Name	Term of Office	Committees/Responsibilities
Nick Luckock	03/09/2021 – 31/08/2024	Chair of Governing Body
Rebecca Rees	02/12/2021	Ex-officio (Headteacher)
Dan Smith	07/12/2022 – 07/12/2024	Governor (Community)
Keith Bobbin	01/09/2017 – 31/08/2024	Governor (Community)
Leah-Marie Smith	02/12/2021 – 31/08/2024	Governor (Parent)
Natalie Fischer	29/09/2022 - 31/08/2025	Governor (Staff)
Karen Mallinder	25/05/2023 – 25/05/2026	Governor (Staff)
Megan Prendergast	14/12/2023 - 14/12/2026	Governor (Community)

**Basildon Academies**  
**Register of Business Interests**  
**September 2023 – August 2024**

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
Nick Luckock	Chair of Governors/Trustees, Supervisory Member	01.09.2021 11.02.2022 01.01.2022	None	None	None	25.09.2023
Mark Logan	Chair of Supervisory Members	01.01.2022	None	None	None	06.10.2022
Dipesh Patel	Supervisory Member	01.01.2022	None	None	None	28.09.2023
Olanike Jagun	Supervisory Member	01.01.2022	None	None	None	TBC
Deirdre O'Donoghue	Supervisory Member	01.01.2022	Trustee at AQA	None	None	14.12.2023
Gary Smith	Trustee, Chief Executive & Accounting Officer	11.02.2022 01.09.2017	Chief Executive Officer	CSS Community Governor CSS Management Committee CSS FR Committee	Wife is member of staff at Basildon Upper & Lower Academy	26.09.2023

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
April Gurney	Trustee/ Ex-Officio Governor	11.02.2022 02.12.2021	Headteacher Basildon Upper & Lower Academy	None	None	26.09.2023
Keith Bobbin	Trustee/Local Authority/Community Governor	11.02.2022 01.09.2017	None	Northlands Primary School	None	15.10.2023
Thomas Montgomery	Chair of Finance and Planning Committee, Trustee	11.02.2022	None	Governor of Headington School	None	05.10.2023
Leah-Marie Smith	Trustee/ Parent Governor	11.02.2022 02.12.2021	None	None	None	11.09.2023
Sam Ricks	Staff Governor	29.03.2023	None	None	None	06.07.2023
Gemma Stoddard	Staff Governor	29.09.2022	None	None	None	07.07.2023
Owen South	Trustee	20.07.2022	None	None	None	02.10.2023
Natalie Fischer	Staff Governor	29.09.2022	None	None	None	26.09.2023
Daniel Smith	Community Governor	29.12.2022		Named Nurse for all secondary and primary schools in Basildon East Locality	None	01.11.2023

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
Karen Mallinder	Staff Governor	25.05.2023	None	None	None	06.07.2023
Rebecca Rees	Ex-Officio	01.09.2023	None	None	None	25.09.2023
Joanne Barak	Trustee	21.11.2023	None	Head Teacher of CSS (Children's Support Service)	None	30.11.2023
Megan Prendergast	Community Governor	14.12.2023	Recruitment	Academies Recruitment Agency Ltd	None	14.12.2025

### Trust board Meeting Attendance 1<sup>st</sup> September 2022 – 31<sup>st</sup> August 2023

Trustee	Meetings attended	Out of possible
Nick Luckock	4	5
Tom Montgomery	4	5
Gary Smith	5	5
Keith Bobbin	5	5
April Gurney	4	5
Leah-Marie Smith	3	5
Owen South	5	2

### Lower Academy Governing Body Attendance

1<sup>st</sup> September 2022 – 31<sup>st</sup> August 2023

<b>Trustee</b>	<b>Meetings attended</b>	<b>Out of a Possible</b>
Chair of Governors	2	3
Community Governor	2	3
Headteacher	3	3
Director of Finance (invitation)	3	3
Parent Governor 1	3	3
Parent Governor 2	1	3
Parent Governor 3	1	3
Staff Governor 1	3	3
Staff Governor 2	1	3

Local Authority Governor	3	3
Head of School (invitation)	3	3
CEO (invitation)	3	3

### Upper Academy Governing Body Attendance

1<sup>st</sup> September 2022 – 31<sup>st</sup> August 2023

Trustee	Meetings attended	Out of a Possible
Chair of Governors	3	3
Community Governor	1	3
Headteacher	3	3

Director of Finance (invitation)	3	3
Parent Governor 1	3	3
Staff Governor 1	2	3
Staff Governor 2	2	3

Local Authority Governor	3	3
Head of School (invitation)	3	3
CEO (invitation)	3	3