

GREAT HEIGHTS ACADEMY TRUST

ATTENDANCE & GOVERNANCE STATEMENT - FOR YEAR ENDED 31 AUGUST 2020

Information on attendance and governance summarised here is extracted from the Annual Report & Accounts 2019-20. The Articles of Association allow for a minimum of three Members (to not include staff) and up to ten Trustees. Trustees are appointed by the Members for a four year period. The Board of Trustees met formally six times during the year. Attendance at Board meetings was as follows:

Trustees	Meetings attended	Out of possible
C Midgley (Chair)	6	6
A Bennett (Chief Executive Officer & Accounting Officer)	6	6
K Inwood (Chair of Standards Committee)	5	6
J Midgley (Chair of Finance and Premises Committee)	6	6
J Fryer	5	6
J Nellis	5	6
A Birt	6	6
E Flaxman (Appointed 5 June 2020)	1	1
I Jaffar (Appointed 5 June 2020)	1	1
J Power (Appointed 5 June 2020)	1	1

Governance

The Trust Board reconstituted on 25 January 2018 to align with the requirements of the Articles of Association, as the Trust moved from a single academy trust to a multi academy trust on 1 March 2018. Members and Trustees have continued to review their structures, including that of the Local Governing Bodies. As a result, in autumn term 2018, the Trust increased the number of Members to five and restructured membership at Member and Trustee level to introduce separation of representation, in accordance with Academies Financial Handbook best practice. Parent governor membership is provided by a Local Governing Body structure of: two community governor, two staff governor & two parent governor.

During 2019-20, the Trust Board continued to review its membership and skill set and actively sought to strengthen the Board. As a result, the Board was pleased to welcome three new Trustees in summer term 2020 who bring the particular skills of: legal, marketing and procurement. This takes the number of Trustees to ten, the maximum number allowed under the Articles of Association.

In order to help fulfil its duties, the Board has appointed a Finance and Premises Committee; a Standards Committee; and Local Governing Bodies at each of the constituent academies. At each Board meeting the Trustees consider reports from the CEO, COO and CFO on the performance of the Trust, the academies and designations. Financial management accounts are considered at each Board meeting and are also sent to the Chair of the Trust and the Chair of the Finance and Premises Committee every month. As a result of the Coronavirus pandemic, the format of the reports changed to reflect the new and exceptional circumstances facing the Trust. The Board continues to offer challenge and support to the core MAT Team both at meetings and on visits to schools to see first-hand educational delivery and help ensure robust governance.

The purpose of Finance and Premises Committee is to assist decision-making by the Trust Board; by enabling more detailed consideration of the Trust's responsibility to ensure sound management of the Trust's finances, premises and resources - including proper planning, monitoring, probity and compliance with the latest Academies Financial Handbook. It also fulfils the responsibilities of the Audit Committee, as determined by the Handbook. On 9th December 2019, J Midgley, who is a qualified accountant and Director at a large international audit firm, was appointed Chair. Attendance was as follows:

Finance and Premises Committee	Meetings attended	Out of possible
J Midgley (Chair of Finance and Premises Committee)	2	2
A Bennett (Chief Executive Officer & Accounting Officer)	2	2
C Midgley (Chair of Trustees)	2	2
J Fryer	2	2
A Birt	2	2

The Committee was also due to meet on Monday 30th March; however, this was cancelled due to COVID-19. Instead, the CFO communicated regularly via email with the Chair of Trustees, Accounting Officer, Chief Operations Officer, Chair of Finance and Premises and Chair of Standards during the summer term closure.