

GREAT HEIGHTS ACADEMY TRUST

ATTENDANCE & GOVERNANCE STATEMENT - FOR YEAR ENDED 31 AUGUST 2023

Information on attendance and governance summarised below is extracted partly from the Annual Report & Accounts 2022-23. The Articles of Association allow for a minimum of three Members (to not include staff) and up to ten Trustees appointed by Members for a four year period. During 2022-23, a fourth Member joined, but the Trust Board itself has been stable with no changes in its constitution. The Board met six times during the year:

Trustees	Meetings attended	Out of possible
Carlton Midgley (Chair of Trustees)	3	6
A Bennett (Chief Executive Officer and Accounting Officer)	6	6
J Fryer	4	6
K Inwood	6	6
J Midgley	6	6
J Nellis	6	6
A Birt	6	6
E Brooke	3	6
I Jaffar	3	6
J Power	4	6

Governance

At each of its meetings, the Board has received reports on the performance of the Trust from the CEO, Chief Operating Officer and Chief Financial Officer. The scope of these reports has included: performance against trust objectives including growth plans and offers; attendance focus; admissions information; school improvement assessments; Ofsted assessment; notable risks including safeguarding; health and safety; ICT plans; sustainability and climate change strategy; financial performance, including management accounts; statutory compliance and audit actions; HR activities and performance management. The Trust Board also receives correspondence and guidance updates from ESFA, such as correspondence from the Chair of ESFA and the Academy Trust Handbook.

Trustees have further engaged to inform their view of the Trust via shadowing (for context) School Improvement Partner visits; meetings with the CEO, COO, CFO on particular aspects of focus e.g. Standards reporting and Management Accounts reporting including budget setting. (Management accounts are sent to the Chair and Chair of Finance monthly). 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. J Midgley, who is a qualified accountant and Director at a large international audit firm, is Chair of Finance and Premises. At its meetings, Finance and Premises Committee has considered: strategic financial priorities; Management Accounts; three year budget setting; audit and internal control reports; funding updates; Key Performance Indicators.

Finance and Premises / Standards Committees[#]	Meetings attended	Out of possible
A Bennett (Chief Executive Officer)	3 / 3	3 / 3
C Midgley (Chair of Trustees)	1 / 2	3 / 3
John Midgley (Chair of Finance and Premises Committee)	3 / -	3 / -
J Fryer	2 / -	3 / -
E Brooke	1 / -	3 / -
J Power	2 / -	3 / -
Ken Inwood (Chair of Standards Committee)	- / 3	- / 3
J Nellis	- / 3	- / 3
A Birt	- / 3	- / 3
I Jaffar	- / 1	- / 3

[#]N.B. Attendance at LGB Committee meetings is reported separately on individual academy websites.

Governance reviews

The Trust Board reconstituted on 25th January 2018, as the Trust moved from a single academy trust to a multi academy trust on 1st March 2018. In addition, 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 duties across the two levels, in accordance with Academy Trust Handbook best practice. Parent governor membership is provided by Local Governing Bodies, each with two community governors, two staff governors and two parents.

During 2022-23 a governance focus, led by the Director of Governance, has been on local governing body (LGB) development and constitution, particularly for new academies to the Trust. Developments have included: re-formed LGBs and recruitment; Director of Governance attendance at LGB meetings for quality assurance; academy visits policy updates; LGB connectivity and sharing of good practice; common formats for LGB reporting.

The Trust Scheme of Delegation has been reviewed during the year to reflect the expansion to 2-18 provision. Trust Board self-review took place in Summer Term 2022 and it is planned that there will be an external review in Summer Term 2024. In addition, there will be a Local Governor skills audit and self-review in Spring Term 2024.