



Member, Trustee and Local Governor Code of Conduct

2019/20

This code sets out the expectations of and commitment required from Members, Trustees and Local Academy Governors in order for the governance to be properly effective within the Leading Edge Academies Partnership Trust.

The Members have the following core functions:

Members are the custodians of the Trust's Objects, which are set out in the Articles of Association to advance for the public benefit, education in the United Kingdom, in particular but without prejudice, to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum.

The Trust board has the following core strategic functions:

Establishing the strategic direction, by:

- Setting the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing the CEO
- Monitoring progress towards targets
- Performance managing the CEO
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

The Local Academy Committees have the following core roles:

Monitoring the effectiveness of school policies, the ethos of the school and the behaviour of the pupils.

Scrutinising performance data at a local level, ensuring that all groups of students are making good progress and attainment.

Evaluating the implementation of the school improvement plans and seeking evidence of impact.

Communicating with key stakeholders, including trustees, staff, pupils and parents to ensure that the local voice is heard by the trust board.

Challenging and supporting the Trust Board to ensure that the Leading Edge Academies Partnership achieves its vision and abides by its values.

As individuals we will ensure that the core values of the Trust remain at the centre of how we behave and approach our role:

Empathy
Ethical
Equity
Endurance
Evolution
Excellence

As individuals we agree to the following:

Role & Responsibilities:

- We understand our individual roles and responsibilities.
- We understand the purpose of the Members, the Trust Board and the Local Academy Committee and the role of the CEO.
- We accept that we have no legal authority to act individually, except when the Trust Board has given us delegated authority to do so and therefore we will only speak on behalf of the Trust Board or the LAC when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the Trust Board and the LAC or its delegated agents. This means that we will not speak against majority decisions outside of meetings.
- We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will fulfil all that is expected of a good employer.
- We will encourage open government and will act appropriately.
- We will consider carefully how our decisions may affect the community and other schools.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of the Trust and the Academies within it. Our actions within the local community will reflect this.
- We will always be mindful of our actions on social media and will act appropriately so as to not bring the Trust or Academy into disrepute.
- In making or responding to criticism or complaints affecting the Trust or Academy, we will follow the procedures established and agreed.
- We will actively support and challenge the CEO and school leadership.

Commitment:

- We acknowledge that accepting office in governance involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of governance and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.

- We will get to know the Trust/Academy well and respond to opportunities to involve ourselves in activities.
- We will visit the Academy(s) with all visits arranged in advance with the staff and undertaken within the framework established by the Trust Board and agreed with the Head.
- We will consider seriously our individual and collective needs for training and development and will undertake relevant training.
- We accept that in the interests of open government, our names, terms of office, roles on the governing body, category of governor and the body responsible for appointing us will be published on the school's website.

Relationships

- We will strive to work as a team in which constructive working relationships are actively promoted.
- We will express views openly, courteously and respectfully in all our communications with others.
- We will support the Chair(s) in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from others in relation to delegated functions and take account of any concerns expressed and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- We will seek to develop effective working relationships with the CEO, Head, staff and parents, the Local Authority and other relevant agencies and the community.

Confidentiality

- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside the Trust/Academy.
- We will exercise the greatest prudence at all times when discussions regarding Trust/Academy business arise outside of a governance setting.
- We will not reveal the details of any governance vote.

Conflicts of interest

- We will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing board's business in the Register of Business Interests, and if any such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time. We accept that the Register of Business Interests will be published on the school's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
- We will act in the best interests of the Trust as a whole and not as a representative of any group, even if elected to the Trust Board or Local Academy Committee.

Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the Chair and the Chair will investigate; suspension/removal will only be used as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- Should it be the Chair that we believe has breached this code, another member, trustee or governor, such as the Vice Chair, will investigate.

The Seven Principles of Public Life

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life and to make recommendations.)

Selflessness - Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership - Holders of public office should promote and support these principles by leadership and example.