



An Daras Multi-Academy Trust

Local Governing Advisory Board – Cyclical Plan v4

The An Daras Multi Academy Trust (ADMAT) Company
An Exempt Charity Limited by Guarantee
Company Number/08156955

Status: Approved	
Recommended	
Version	4
Statutory	Yes
Adopted v4	17 Jul 18
Review v4	Jul 19
Advisory Committee	MAT Board of Directors
Linked Documents	ESFA Academy Financial Handbook 2018 ADMAT Articles of Association ADMAT Master Funding Agreement ADMAT Supplementary Funding Agreements ADMAT Scheme of Delegation ADMAT Terms of References ADMAT Committee Cyclical Plans ADMAT Governance Decision Planner



LOCAL GOVERNING ADVISORY BOARD CYCLICAL PLAN 2018-2019 v4

Authority (Extract from the ADMAT Scheme of Delegation – Overview 2018/2019)

The Board of Directors hereby resolves to establish a committee(s) of the Board of Directors to be known as Local Governing Advisory Board Committee(s) and will cover MAT arrangements in delegated matters relating to individual school settings. It will also cover Church Foundation development where appropriate.

The chair and members of the LGAB Committee(s) shall be appointed by the Board of Directors.

Directors who are not members of LGAB Committee(s) should have the right of attendance. The Governance Officer will circulate minutes of meetings of the committee(s) to all members of the Board of Directors.

The CEO/Executive Head teacher will not normally attend LGAB Committee meetings. This responsibility is delegated to the individual school Executive Head Teacher or Head of School as appropriate

The Board of Directors shall determine how often the LGAB Committee(s) shall meet. The external auditor may request a meeting if he or she considers one necessary.

The LGAB Committee(s) is an advisory body with no executive powers. However, it is authorised by the Board of Directors to investigate any activity within its terms of reference, and to seek any information it requires from staff, who are requested to co-operate with the LGAB Committee(s) in the conduct of its inquiries.

Purpose of the Local Governing Advisory Board (Extract from ADMAT Scheme of Delegation – Overview 2018/2019)

- The Local Governing Advisory Body (LGAB) enables independent oversight of the activities and direction of the school. It provides guidance, support and acts as a critical friend offering challenge to the individual when appropriate. It is responsible for setting and agreeing policies and procedures as delegated within the ADMAT framework. LGAB ensure the school functions well and maintains the proper range of academic and social objectives.

- The Church's vision for education reaches beyond Church of England schools; we offer a compelling vision for the education of children and young people in community and church schools. We aim to deliver excellence in education and want the very best outcomes for children and young people so that they can achieve their fullest potential. Our unequivocal message is that academic rigour and the wellbeing of pupils are equally important – a good education must promote life in all its fullness.
- In order to ensure the continuing close relationship between the Church School and its local church and community, it is a requirement that Church of England Academies in Community-led MATs have local governance (individual board, Ethos Committee or 'hub') where Foundation Governors are the minority or majority.

General Clauses (Extract from ADMAT LGAB Terms of Reference – 2017/2018)

5.1 Members of the LGAB are not, and nothing within this document is intended to make them, charity trustees within the terms of section 97(1) of the Charities Act 1993.

5.2 Each Local Governor shall act in the best interests of the MAT and school at all times.

5.3 Each Local Governor must keep confidential all information of a confidential nature obtained by them relating to the school and the MAT. No papers circulated in the course of duties as a Local Governor should be passed to any third party (excepting the Head Teacher/Head of School who may need to do so in the course of his/her professional duties).

5.4 The Trust reserves the right to withdraw some or all of the delegated powers from the Local Governing Advisory Board, to add to the LGAB's number, or extremis, to disband the LGAB; this is deemed undesirable and highly unlikely in view of the LGAB selection process and 5.5 below.

5.5 Each Local Governor is required to take part in formal training provided or suggested by ADMAT and to take advantage of on-going support from their Head Teacher/Head of School and ADMAT staff, including the Governance Officer.

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FULL LGAB MEETINGS

One meeting to take place towards the end of each term, after the remaining Director committee meetings but before the full Board of Directors meeting. Governance Officer in attendance to minute the meeting, to represent the Directors and assist with 2-way communication. **Red is church school specific.**

AUTUMN	SPRING	SUMMER
Declare pecuniary interests relevant to agenda	Declare pecuniary interests relevant to agenda	Declare pecuniary interests relevant to agenda
Re-elect Chair and Vice-Chair	Vision/Ethos (inc church ethos/collective worship) Review Christian character and distinctiveness	Curriculum including extra-curricular provision
Annual Signatures/Paperwork	School sessions/timings and term dates	Skills and Training
HoS Report	HoS report	HoS Report
Risks	Attainment and progress inc GDS/PPG	Attainment and progress inc GDS/PPG
Improvement Plan	Improvement Plan	Improvement Plan
Safeguarding/CP/SCR/KCSiE	Safeguarding/CP/SCR	Safeguarding/CP/SCR
Discipline/behaviour/Exclusions		Review SEND and agree SEND local offer
SIAMS	SIAMS	SIAMS
Working group 1 feedback	Working group 2 feedback	Working group 3 feedback
Visit feedback	Visit feedback	Visit feedback

WORKING GROUPS AND VISITS

These activities take place before the full LGAB meeting each term. Governors split up to take part in a working group (no clerk), or conduct a visit, or attend training, or conduct performance management as required. The governors then report back to full meeting to minute outcomes of the working groups or visits, and inform the remaining governors.

AUTUMN	SPRING	SUMMER
Working group 1 – min. 2 governors Policy Reviews as per register Admissions Discuss next improvement plan	Working group 2 – min. 2 governors Website compliance On-line safety Data protection/GDPR	Working group 3 – min. 2 governors PPG impact and provision for next year PE impact and provision for next year Draft governor impact statement
Visits – 2 governors Must include safeguarding and improvement plan. Other areas as required	Visits – 2 governors Must include safeguarding and improvement plan. Other areas as required	Visits – 2 governors Must include safeguarding and improvement plan. Other areas as required
PM as required – 1 governor	PM as required – 1 governor	PM as required – 1 governor