



The Cornovii Trust



## Cornovii Trust - Trustees Terms of Reference and Membership 2024-25

The Cornovii Trust (TCT) is constituted as a Multi Academy Trust (MAT) which has more than one Local Governing Body (LGB) reporting to the Board of Trustees.

These are the main responsibilities and terms of reference of the MAT Trustees.

TCT Trustees shall comprise of 7-11 members. The Members of TCT shall appoint no fewer than 5 Trustees, 2 of which will be appointed by the Diocesan Member.

### TCT Trustee Membership 2023-24 updated September 2024

No.	Name	Role/Position on TCT Board	Committee/s Membership	Area of expertise
1	Janet Furber	Chair of Trustees Faith representative	Finance & Audit Standards	Governance
2	Ellen Walton	Link safeguarding Trustee	Standards	Current Secondary Headteacher
3	Barrie Pitt	Link Health & Safety and Estates	Finance & Audit	Health & Safety and Capital works
4	Nigel Cliffe	Chair of Finance & Audit committee Authorised signatory	Finance & Audit	Finance/Business
5	Sue Day	Faith representative	Standards	SEND Consultant
6	Paul Scales		Standards	Current head of a specialist school
7	Carl Leech		Standards	Current Primary Headteacher
8	Mike Needham		Finance & Audit	Higher education sector
9	Paul Gray		Finance & Audit	Marketing and communications
10	Stephen Evans		Finance & Audit	Chartered accountant
11	Vacancy			

### **Chair of TCT Trustees**

The Trustees shall appoint a Chair and Vice Chair following an election within the Board of Trustees each September.

- TCT Trustee meetings will be chaired by the Chair of TCT Trustees
- In the Chair's absence, the Vice Chair will chair the meeting on his/her behalf
- The position of Chair and Vice Chair will be filled on an annual basis following an annual election within the Board of Trustees

### **Role of the Chair of the Trust Board**

The Chair of the Trust Board has a fundamental role in leading the business of the Trust and as a fulcrum between the Trust Board and the Chief Executive Officer.

The Chair is first among equals but has no defined individual power (except in an emergency).

### **Specific tasks and responsibilities**

- To ensure the Trust Board provides a strategic focus to the Trust and its schools
- To manage the business of the Trust Board to ensure it undertakes its duties efficiently and effectively between board meetings
- To build, develop and meld the Trustees into an effective team, taking account of recruitment, succession and the professional development needs of the Board
- To work in partnership with the Chief Executive Officer, to develop a professional relationship, providing appropriate encouragement, challenge and support.
- To promote a culture of robust evaluation and continuous improvement across the Trust striving to drive up standards everywhere.
- To ensure the Trust Board meets all its legal requirements by working closely with the Clerk to the Board.
- To represent the Trust to key external partners, the media and the public when required.

### **Clerk**

The Trust Clerk shall be appointed by the Trustees.

### **Quorum**

The quorum for a meeting of the full Board of TCT Trustees shall be any 5 Trustees or, where greater, one third (rounded up) of the total number of Trustees.

### **Meetings**

The Trustees shall meet as often as is necessary to fulfil their responsibilities and not less than three times in every school year. The Clerk will record minutes of meeting in sufficient time for

inclusion on the agenda and among the supporting papers for the next meeting of the Trustees Board.

**Agendas & Supporting Papers**

The Clerk shall circulate in advance an agenda for each meeting, together with any supporting papers, in order to give all Trustees sufficient time to familiarise themselves with the papers.

**Decisions**

Decisions may only be taken by the Trust board. Each question shall be determined by a majority of votes of the Trustees present and voting on the question. Every Trustee will have one vote. Where necessary, the Chair will have a second or casting vote.