

## **Code of Conduct for Governors of Anglian Learning LGBs**

This code sets out the expectations on and commitment required from governors in order for the Anglian Learning Trust Board, the Local Governing Bodies (LGB) and their respective committees to properly carry out their work within the Trust's academies and the wider community.

### **The LGB has the following core strategic functions:**

Establishing the strategic direction, by:

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

Ensuring accountability, by:

- Monitoring progress towards targets
- Performance managing the Principal/Headteacher
- Engaging with stakeholders
- Contributing to Trust and academy self-evaluation

Ensuring financial probity, by:

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

### **1. As individuals on the LGB we agree to the following:**

#### **1.1. Role & Responsibilities**

- We understand the purpose of the LGB and the role of the Principal/Headteacher.
- We accept that we have no legal authority to act individually, except when the Trust Board and/or LGB has given us delegated authority to do so, and therefore we will only speak on behalf of the Board or LGB when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the LGB or its delegated agents. This means that we will not speak against majority decisions outside the LGB.

- 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 on behalf of the Trust Board.
- We will encourage open government and will act appropriately.
- We will abide by the Trust Framework for Leadership and the Nolan Principles
- 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 our academies. Our actions within Trust, its constituent academies and the local community will reflect this.
- In making or responding to criticism or complaints affecting the Trust or one of its academies we will follow the procedures established by the Trust.
- We will actively support and challenge the Principal/Headteacher.

## **1.2. Commitment**

- We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of the academy, 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 academy well and respond to opportunities to involve ourselves in academy activities.
- We will endeavour, over an agreed period, to visit the academy, with all visits arranged in advance with the staff and undertaken within the framework established by the LGB and agreed with the Principal/Headteacher.
- 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 full names, date of appointment, terms of office, roles on the LGB, attendance records, relevant business and pecuniary interests and category of governor will be published on the academy's website. We also accept that our full names, date of appointment and term of office will be published on the GIAS website (National database for governors) and that our postcode, date of birth, previous names, nationality and a direct email address for the chair will be collected by GIAS but will not be made public.

### **1.3. 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 other governors.
- We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from other governors in relation to delegated functions and take into account 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 Trust's CEO and, within the academy, the Principal/Headteacher, staff and parents, the local authority and other relevant agencies and the community.

### **1.4. Confidentiality**

- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, in the Trust's academies.
- We will exercise the greatest prudence at all times when discussions regarding LGB business arise outside a LGB meeting.
- We will not reveal the details of any LGB vote.

### **1.5. 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 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 academy'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 academy as a whole and not as a representative of any one group or individual. Issues concerning individual pupils will be addressed through the academy's standard procedures.

## **2. 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; the Trust Board will only use suspension/removal

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 governor, such as the Vice Chair will investigate.

## **The Seven Principles of Public Life**

At all times Trust Members, Directors and Governors of Anglian Learning will have due regard to the Seven Principles of Public Life as set out below and act in accordance with them.

(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).

### **1. 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.

### **2. 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.

### **3. 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.

### **4. 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.

### **5. 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.

### **6. 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.

## 7. Leadership

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

**Code adopted by the XXXXXXXX Local Governing Body on:**

**To be noted in the minutes that this Code of Conduct has been accepted by all members at the first LGB meeting of the academic year.**