



THE BLACK PEAR TRUST

GOVERNANCE 2025/26

1. INTRODUCTION

The Black Pear Trust was incorporated in March 2014 and continues to grow. The Black Pear Trust's Board of Trustees is accountable in law for all decisions about the Trust. However, this does not mean that the full Board is required to make all the decisions itself. Subject to some restrictions, the Trust can decide to delegate decisions to its Chief Executive Officer (CEO), Chief Operating Officer, a member of the Executive team, a Headteacher or one of its' committees. The Trust's decision to delegate a function is made by the full Board of Trustees and must be recorded. Without formal delegation, the individual or committee has no power to act. Once delegation has been determined the Scheme of Delegation (SoD) must be published on the Trust's website.

1.1 THE BLACK PEAR TRUST VISION

The Black Pear Trust vision is 'In unity, we broaden horizons, raise aspirations and impact generations'.

We want the very best of futures for all our children and young people, we want them to find out about, be inspired by and enjoy the world they live in. We want them to have the confidence to recognise and grasp opportunities that they are given and have high expectations of themselves and others.

We want our colleagues to be outward facing, to feel valued and to have the skills that enable them to contribute to and have an impact on the success of the Trust and its schools.

3. GOVERNANCE

3.1 OUR GOVERNANCE STRUCTURE

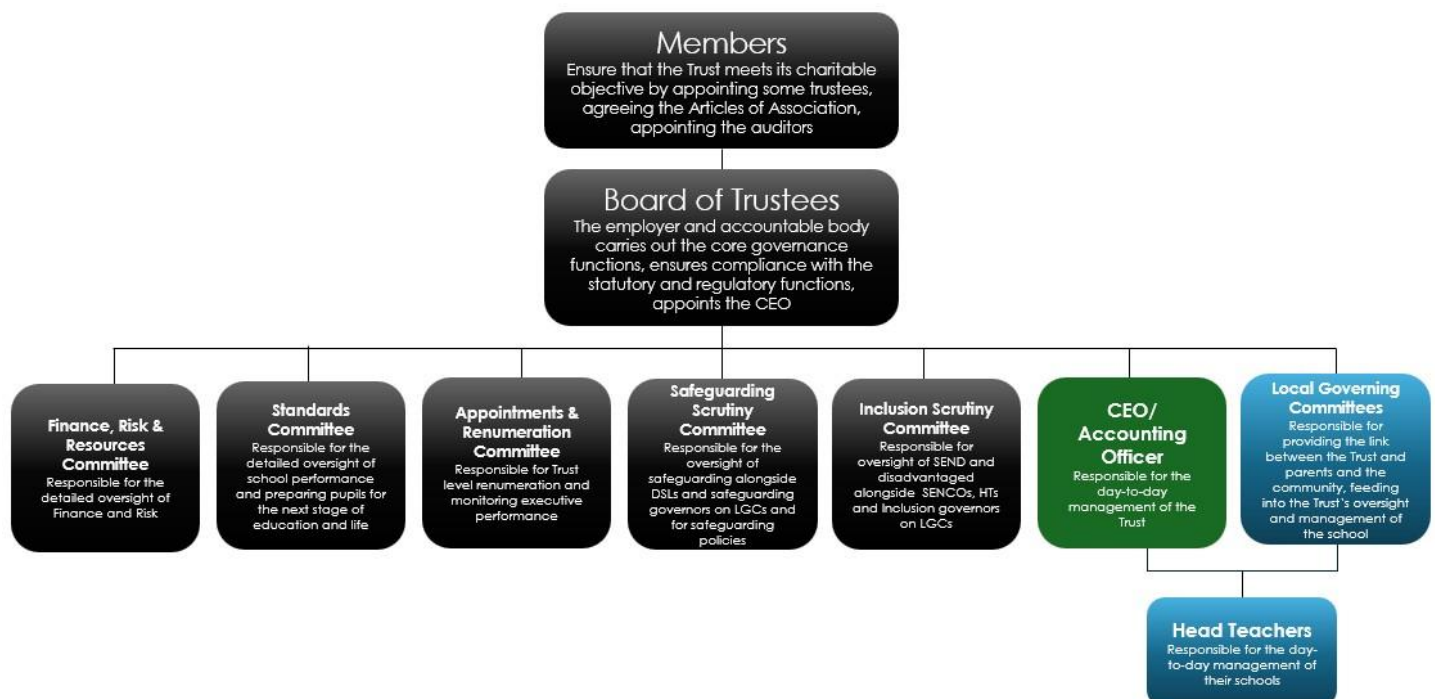
Our governance structure is made up of the Members of our Trust, the Board of Trustees who are the accountable body for the Trust and our Local Governing Committees (LGCs). Further information on their roles is set out in 3.2 and 3.3 below.

The Board of Trustees has sub committees:

- Finance, Risk and Resources Committee
- Standards Committee
- Safeguarding Scrutiny Committee
- Inclusion Scrutiny Committee
- Appointments and Remuneration Committee
- Local Governing Committees

We operate a clearly defined scheme of delegation between the Board of Trustees and its' committees. The scheme of delegation is explained in more detail later in this document.

Please see schematic diagram below:



3.2 OUR MEMBERS

In our Trust, as in other Multi Academy Trusts, our members have a role similar to that of shareholders in a company limited by shares, though they do not have any rights of ownership in the company, nor do they receive dividends or other remuneration for their role. Most notably they:

- are signatories to the Articles of Association, which includes (where they are founding Members) the definition of the Trust's charitable objects and governance structure;
- may, by special resolution, amend the Articles of Association, subject to any restrictions created by the Trust's funding agreement or charity law;
- may, by special resolution (which requires 75% rather than a simple majority of Members to agree) appoint new Members or remove existing Members;
- have power to appoint up to three Directors as set out in the Trust's Articles of Association, and have power under the Companies Act to remove any or all serving Directors;
- may by special resolution issue direction to the Directors to take a specification;
- appoint the Trust's auditors and receive the Trust's annual audited accounts; and
- have the power to change the name of the charitable company and, ultimately, wind up the company and Multi Academy Trust.

The obligation on Members to meet (e.g. for an Annual General Meeting) is set out in the Trust's Articles of Association. Under the current model Articles of Association, Members may instruct the Directors to convene a general meeting at any point, at which Directors may speak, but not vote.

3.3 OUR TRUSTEES

Our Trust Board is made up of a group of people who are Directors of the Multi Academy Trust. For the remainder of this document, we will refer to them as Trustees, though the term Director and Trustee can be used interchangeably in our context. Our Trustees are the accountable body for the Trust. They are responsible for:

- determining the vision, mission, ethos and key strategic priorities for the Trust;
- agreeing targets for pupil and student achievement prepared, proposed by the Standards committee;
- agreeing the budgets prepared and proposed by each school;
- agreeing a curriculum statement for the trust, and supplementary statements for each school, should they be required;
- appointing the Chief Executive Officer (CEO)

- reviewing the performance and pay of the Trust CEO, Executive team and of Headteachers in conjunction with the chair of the relevant LGC.

The Board is made up of the Trustees and includes the Trust CEO. The Board meets five times per academic year and otherwise as required. Any additional meetings require at least 7 days' notice. The quorum is half of the Board rounded down, and meetings are minuted by the Governance Professional. The Trustees elect a Chair and Vice Chair annually at their first meeting in the school year. The Chair is responsible for drawing up the agenda with the CEO and liaising with the board Governance Professional to share it with Board members alongside all associated papers at least 7 days in advance. Should the Chair or Vice Chair not be present at the meeting, a temporary Chair should be elected for the meeting.

The Board will identify individual Trustees with a specific remit and oversight for safeguarding and for the progress of disadvantaged pupils across the Trust.

The term of office for any Trustee shall be four years, save that this time limit shall not apply to the CEO, or to any post which is held ex officio. Subject to remaining eligible to be a particular type of Trustee, any Trustee may be re-appointed by the other Trustees at an Annual General Meeting.

3.4 OUR LEADERSHIP TEAM

Our Trust is led by the CEO, who also fulfils the role of Accounting Officer for the Trust. The role of Chief Financial Officer as set out in the Academies Financial Handbook is fulfilled by the Chief Operating Officer. The Director of School Improvement is responsible for school improvement in all Trust Primary Schools as well as being line manager of all Trust Primary School Headteachers. The Headteacher of our Secondary School within his role of Headteacher and alongside our CEO, leads on secondary strategy and is part of education leadership meetings centrally to support the cohesive design and implementation of trust wide strategies from the age of 2-18.

3.5 COMMITTEES

FINANCE, RISK and RESOURCES COMMITTEE

Our Finance, Risk and Resources Committee is drawn from members of the Board of Trustees.

The CEO and Chief Operating Officer are expected to attend, with attendance

from Headteachers where appropriate.

The committee are responsible for ensuring the financial viability of the Trust as a whole by assisting the decision-making of the Board of Trustees through detailed consideration of the best means of fulfilling the Board's responsibility to adhere to the DfE's *Academy Trust Handbook*, and to support sound management of the Trust's finance and resources, including proper planning, monitoring and probity. To monitor and review mitigation of risk in all areas across the Trust.

This includes:

- Consider the Trust's indicative funding, notified annually by the DfE, and assess implications for each of the schools and the Trust;
- draw any matters of significance or concern to the attention of the Board of Trustees;
- consider and recommend acceptance/non-acceptance of the Trust budget, and that of individual schools at the start of each financial year;
- receive and make recommendations on the broad budget headings and areas for expenditure to be adopted each year, including the level and use of any contingency fund or balances, ensuring the compatibility of all such proposals with the development priorities set out in the development plan;
- monitor and review expenditure on a regular basis and ensure compliance with the overall financial plan for the schools, and with the financial regulations of the DfE, drawing any matters of concern to the attention of the Board of Trustees;
- monitor and review procedures for ensuring the effective implementation and operation of financial procedures, on a regular basis, including the implementation of bank account arrangements and, where appropriate to make recommendations for improvement;
- oversee all matters relating to Health and Safety ensuring that the appropriate policies and practice are in place to meet statutory responsibilities;
- oversee all matters relating to staffing and personnel ensuring that the appropriate policies and practices are in place to meet statutory responsibilities;
- oversee the development and management of the business information systems, the IT infrastructure and the physical assets of the Trust in accordance with the authorities and responsibilities set out in the financial regulations;
- monitor significant value (both internally resourced and/or capital resources) projects with serious financial implications.

The committee appoints a Chair and Vice Chair annually. The Chair of the Finance Committee will not be the same as the Chair of Trustees.

The committee meets five times each academic year and otherwise as required. Any additional meetings require at least 7 days' notice.

The Chair will be responsible for drawing up the agenda and getting it sent out to committee members at least 7 days in advance. Should the Chair or Vice Chair not be present at the meeting, a temporary Chair should be elected for the meeting. The quorum is half of the committee rounded down. The minutes will be taken by one of the Governance Professionals within the Trust.

STANDARDS COMMITTEE

Our Standards Committee is drawn from members of the Board of Trustees. The CEO, Director of School Improvement and relevant members of the executive team are expected to attend, along with Headteachers where appropriate. The Headteacher of our Secondary school will attend Standards meetings.

It is the responsibility of the committee to provide oversight of the Trust's Primary and Secondary curriculum, quality and standard and challenge our Trust Leadership Team to develop and sustain the highest standards of teaching and learning across all schools; thereby achieving outcomes which compare favourably with national standards and match the ambitions of learners, members of staff, parents and carers.

This includes:

- Ensure the curriculum is balanced, broadly based, maximises achievement, and meets the needs of all children and complies with statutory requirements.
- To ensure that regard is paid to children's spiritual, moral, social, emotional, and cultural development.
- To monitor, evaluate the quality of provision and teaching.
- To scrutinise targets for children's progress and attainment then monitoring children's performance through a range of measures.
- The committee will take account of the performance of the full range of different groups represented in the Trust's academies, including disadvantaged children, children with SEND, looked after children and children in different ethnic, social and ability groups.
- To review and revise safeguarding policies prior to ratification by the BPT Board.
- To monitor the implementation and impact of the relevant sections of the Trust Development plan.
- To keep under review the academies' self-evaluation process.
- To consider curriculum issues which have implications for finance and personnel decisions and to make recommendations to the relevant committees or the Trust.
- To deal with any other curriculum matters as may be referred by the Trust.

The committee appoints a Chair and Vice Chair annually.

The committee meets three times per academic year. Any additional meetings require at least 7 days' notice.

The Chair will be responsible for drawing up the agenda and getting it sent out to committee members at least 7 days in advance. Should the Chair or Vice Chair not be present at the meeting, a temporary Chair should be elected for the meeting.

The quorum is half of the committee rounded down. The minutes will be taken by the Governance Professional to the Academy Trust.

APPOINTMENTS AND REMUNERATION COMMITTEE

Our executive Appointments and Remuneration Committee is responsible for:

- overseeing the remuneration of Executive staff including making recommendations to the Board as a result of Performance review and external benchmarking;
- managing and approving the appointment of any vacancies arising within the Executive Management Team

The members of the Committee will be appointed by the Board and will consist of up to three Trustees. These will include the Chair of the Board, the Chair of the Finance, Resources and Risk Committee and one other appointed Trustee. The Chair of the Committee shall be appointed by the Board and will be a Trust Board member. The quorum shall be two members. Members will be appointed on an annual basis. The Trust's CEO will normally be in attendance, except when the discussions relate to their own salary and conditions. The Committee will meet two times a year but additional meetings may be called as required. The Committee retains the right to co-opt additional members to the panel where specialist knowledge is required to make appointments or assess remuneration. This could be an additional Trustee or an external consultant.

Please see Reviewer Structure table below.

4. POST	5. PM REVIEWER	6. SALARY AUTHORISER
Chief Executive Officer	External assessor Chair of Trustees	Trust Board
Head Teacher	External assessor Chair of LGC CEO	Appointments and Remuneration committee
Chief Operating Officer	CEO Chair of Trustees	Trust Board
Director of School Improvement	CEO Chair of Trustees	Trust Board

6.1 LOCAL GOVERNING COMMITTEE DELEGATED RESPONSIBILITIES AND TERMS OF REFERENCE 2022-23

OUR LOCAL GOVERNING COMMITTEES 2025-26

Each of our schools has its own Local Governing Committee.

FOR EACH SCHOOL

Membership: Elected Chair (confirmed by Trust Board), 2 elected parent representatives, 1 staff representative, appointments as agreed by the Board¹, and the Headteacher. The CEO or nominated Executive leader may attend.

PURPOSE

Our LGC's play an important role in supporting the Board of Trustees and providing key elements of local governance for schools.

The attached table identifies clear responsibilities, in general LGC's are responsible for:

- Ensuring clarity of vision, ethos and strategic direction of the school in line with Trust vision
- Holding leaders to account for academic performance, attendance, behaviour and safeguarding procedures in their school.
- Overseeing stakeholder engagement; children and young people, parents, local community, school colleagues

¹ As set out in the Trust Articles of Association 101B (a), for an academy that was a Voluntary Controlled School immediately prior to conversion to Academy status, up to 25% of the LGC members are appointed by the Trustees with the consent of the Diocesan Corporate Member.

Each LGC will identify lead governors with a specific remit and oversight for Safeguarding, the progress of disadvantaged pupils and the provision of pupils with SEND.

Governors should check that the school website:

- is compliant with statutory requirements;
- has all relevant information about the school;
- is easily accessible and relevant to parents and the wider community;
- is up to date and celebrates all the positive news and events about the school.

The LGC's meet up to five times each academic year and otherwise as required. Any additional meetings require at least 7 days' notice. Governors should arrange formal visits to the school between meetings to enable them to carry out their responsibilities across the school and may be invited to school events on an informal basis.

The quorum is half of the board rounded down and meetings are minuted by the Governance Professional. The LGC will elect a Vice Chair on an annual basis.

The Chair will share responsibility for drawing up the agenda and ensuring it is sent out to governors at least 7 days in advance of a meeting. Should the Chair or Vice Chair not be present at the meeting, a temporary Chair should be elected for the meeting.

The Chair of the LGC provides an important link between the Trust and the LGC and its school. They are responsible for:

- chairing LGC meetings, ensuring all governors have a voice and are able to contribute to the meetings;
- ensuring the LGC is meeting its duties under the Trust Scheme of Delegation, holding senior school leaders to account;
- reporting back the views of the school to the Board of Trustees, including the recommendation of any training needs of the LGC;
- contributing to the performance management of the Head Teacher;
- developing an effective working relationship with the school;
- liaising with the CEO on matters of importance between meetings e.g. pupil exclusion or staff competency issues;
- being proactive in the self-review of the LGC.

The term of office for any governor shall be four years, subject to remaining eligible to be a particular type of governor. Any Trustee appointed governor may be re-appointed by Trustees at a Board Meeting. Parent and staff representative vacancies will be filled by a process of election.

In respect of any Academy that had previously been a Voluntary Controlled School immediately prior to conversion to Academy status, all LGC members shall sign an undertaking to the Diocesan Corporate Member to uphold the designated religious character of the Academy.

A	Accountable (Approver)	Answerable for the task being delivered. Delegates the task to those responsible. There should be only one group/person accountable for each task/decision.
A*		Statutory expectation or necessary to comply with articles of association or funding agreement.
R	Responsible	Responsible for delivery and does the work to achieve the task. Can be shared between groups/individuals.
C	Consult	Needs to be involved before the decision is made. Communication is two-way – these are important stakeholders or have specialist knowledge.
A/R	Accountable/Responsible	Answerable for the task being delivered. Delegates the task to those responsible. There should be only one group/person accountable for each task/decision. Responsible for delivery and does the work to achieve the task. Can be shared between groups/individuals.
A/R*		Statutory expectation or necessary to comply with articles of association or funding agreement.

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Systems and Structures Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Skills audit: complete and recruit to fill gaps annually		A				R	R		A		
Annual self-review of trust board and committees		A/R				C	C				
Annual self-review of LGB/councils									A/R	C	
Chair's performance: carry out 360 review periodically		A/R							A/R		
Succession plan		A				R	R		A	R	
Annual schedule of business for trust board and committees: agree		A				R	R				
Annual schedule of business for LGB: agree		A				R	R		C		

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Systems and Structures Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	Diocese
Commission external review of trust board effectiveness every three years	C	A/R				C					
Publish governance arrangements on trust and academy websites		A*				R	R				
Ensure trust and school websites compliant and effective		A*				R	R		A	R	
Submit annual report on the performance of the trust to members and publish		A				R					
Developing stakeholder partnerships across the Trust		A				R	R		C	C	C
Developing stakeholder partnerships at School level						C	C		A	A	C

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Vision and Strategy											
Delegation											
Decision	Members	Trust Board	F, R and R Committee	Standards Committee	A and R committee	CEO	Executive Team	SSC	LGC	Head Teacher	Diocese
Determine trust's vision, strategy and key priorities		A/R				R	R		C	C	C
Ensure engagement with stakeholders regarding vision, values and strategic priorities		A				R	R		R	R	
Apply trust vision and strategy to individual academies		A				R	R		C	R	
Agree trust growth plans		A/R				R	C				C
Determine trust-wide policies		A*				R					
Determine academy level policies		A*				R			C	R	
Establish risk register and conduct regular review		A/R*	R	R		R	C				
Determine a programme of internal audit in line with the risk register and monitor its delivery		A*				R					

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Workforce Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Appoint and dismiss CEO/Accounting Officer		A/R*									
Performance manage CEO		A*			R						
Agree CEO remuneration		A*			R						
Conduct executive team performance management		A			R	C					
Conduct headteacher performance management						A/R	R		C		
Agree headteacher remuneration					A/R	C			C		
Review and agree academy staff appraisal procedure and pay progression		A				R					
Determine executive team staffing structure		A				R	C				
Determine academy staffing structure						A	C		C	R	
Headteacher appointments and dismissal		C				A/R	C		C		C

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Workforce Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Trust wide pay policy, terms and conditions of employment		A*				R	C				
Determine disciplinary, grievance and capability policies		A*				R	C				
Undertake panel hearings for disciplinary and capability matters relating to the CEO		A/R									
Undertake panel hearings for disciplinary, grievance and capability matters relating to the central team		A/R				C					
Undertake panel hearings for disciplinary, grievance and capability matters relating to academy staff		A				R	C		C	R	
Approval of exit payments/early retirement/pension discretion (above a certain threshold)		A/R*				C					

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Finance and Operations Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Appoint and remove external auditors	A/R*	C				R					
Appoint and performance manage chief financial officer		A*			R	C					
Produce trust's scheme of financial delegation		A*			R	R					
Receive external auditor's report	A/R*										
Action recommendations made arising from audits		A*				R	R			R	
Produce annual report and accounts		A*				R					
Submit ESFA required reports and returns		A*				R					
Agree budget plan to support delivery of trust and academy strategic priorities		A*	C			A	R			R	
Monitor trust budget		A/R*	R			R	R				

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Finance and Operations Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Carry out benchmarking and trust-wide value for money evaluation		C	C			A/R	R				
Agree reporting and monitoring arrangements for trust and academy budgets		A/R*				R	C				
Monitor academy estates to ensure safe and well maintained		A*				R	R		C	C	
Agree data protection policy (and privacy notice)		A*				R	C			C	
Agree health and safety policy per school		A*				C			R	R	
Agree premises management documents, including Estate vision, Estate strategy and Asset management plan		A*				R	R				C

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Pupils and Learning											
Decision	Delegation										
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	Diocese
Set targets for Trust wide pupil outcomes		A		R		C	C			C	
Monitoring of school targets for attainment, attendance and behaviour				A		R	R		A	R	
Approval and monitor the impact of trust priorities for teaching and learning		A		R		R	R			C	
Plan and deliver school specific priorities and improvement plans						C	C			A/R	
Approve school specific priorities and improvement plans						A/R	C		C		
The Black Pear Trust Primary Curriculum provision: implementation and impact						A/R	R			A/R	
School specific curriculum drivers and provision						C	C			A/R	
Design, implement and review impact of secondary curriculum				A		A	C		C	A/R	
Monitor the impact of school priorities around pupil wellbeing (behaviour and safety including safeguarding)				A		R	R	C	A	A/R	
SEND provision						A	R		C	A/R	
EYFS provision						A	R		C	A/R	
6 th form provision						A	R		C	A/R	

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Pupils and Learning											
Decision	Delegation										Diocese
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Determine and monitor effective use of Pupil premium		A				R			R	R	
Determine and monitor effective use of Sports Premium(primary)						A			A	R	
Provision of enrichment activities (clubs, visits, extra-curricular activities)						A	C			R	
Collective Worship (Statutory) arrangements for the individual school		A*				R				R	C
Ensure provision of religious education		A				R	C		C	R	C
Ensure non-statutory Safeguarding Policies are in place						A/R	C	A		R	
Ensure safeguarding procedures are in place, including monitoring and keeping up to date						A/R	C	A		R	
Approve statutory safeguarding and child protection policy		A*				R	C		A	R	
Approve attendance, behaviour, admissions and uniform policies		A*				R	C		A	R	
Approve policy for pupils with SEND		A*				R	C		A	R	

A	Accountable (approver)	R	Responsible	A/R	Accountable/ Responsible
A*		C	Consult	AR*	

Pupils and Learning Decision	Delegation										Diocese
	Members	Trust Board	F, R and R Committee	Standards Committee	A and R Committee	CEO	Executive Team	SSC	LGC	Head Teacher	
Approve policy for supporting pupils with medical conditions		A*				R	C			C	
Approve charging and remissions policy		A*	R			R	C				
Approve careers provider access policy statement		A*				R			C	C	
Approve equality information and objectives (public sector equality duty) statement and monitor delivery		A/R*				R	C			C	
Approve relationships education (primary) and relationships and sex education (secondary) policy		A*				R	C		C	C	
Determine complaints policy		A/R*				C	C			C	
Implement complaints policy		A*				R	R		R	R	
Term dates and inset days		A				R	C			C	
Set the times of school sessions		A				R	C		C	R	
Review Headteacher decision to exclude pupils		A/R*				R	C		R		
Monitor rates of suspension and exclusion across Trust		A/R*		A		R	C			C	

