



## Cheshire Academies Trust Member Job Description and Person Specification

The core purpose of Cheshire Academies Trust (CAT) is to achieve continued and consistently high outcomes for children. CAT's embedded culture is to support our academies to thrive by developing and sharing best practices/systems across our academies, rigorous internal challenge and decisive early intervention to secure improvement where needed.

The role of a member is a limited and distinct role, and members are tasked with assessing if the board of trustees is performing well and ensuring that the charitable object of the trust is being fulfilled. All member appointments must be formalised, with the details registered with the ESFA, as well as being recorded in the statutory book of the trust. The members' names, dates of appointment, and any relevant interests must be published on the trust's website. All members are required to have an enhanced Disclosure and Barring Service (DBS) check, a section 128 direction check and a right to work/identity check.

### Job Description

The role of members in the running of the trust is minimal and one of oversight. Members must avoid over stepping their powers or undermining the board. The trust board, not the members, are responsible for delivering the three core governance functions and for conducting the 'business of the trust'. The responsibilities of members are as follows:

- Members determine the name of the trust and can change the name of the trust with a special resolution.
- Members appoint members and trustees.
- Members appoint and remove the auditors. Members appoint independent auditors who will certify whether the accounts present a true and fair view of the trust's financial performance and position. A contract between the trust and the auditors must be set out in writing but will include the right for the members to remove an auditor at any time. The decision to remove an auditor will require a majority vote from the members, who will then need to give their reasons for their removal, and present these to the trust board. The trust board will then have to notify the EFSA.
- Members are entitled to receive a copy of the Annual Accounts and Report. The Annual Accounts and Report are presented to members at the AGM.
- Members ensure the success of the trust. As the 'guardians of the governance' of the trust, members have responsibility for ensuring that CAT's charitable objective – which can be summarised as 'advancing education for the public benefit' – is being met. Essentially, this means focusing on:
  - Outcomes – are the pupils in the trust making expected progress and reaching the required levels of attainment?
  - Financial oversight – is the trust spending public money wisely?
- The trust board is required to produce Annual Accounts and Report and these must be sent to the members. The annual report will include a governance statement, which the members should pay particularly close attention to. This must include details of the trust board's composition, and what trustees have done to review and develop their governance structure. They should also include an assessment of the trust's governance, incorporating a review of the composition of the board in terms of skills, effectiveness, leadership and impact. By including the self-review of the trust board, members are provided with an overview of how well the trust board thinks they are meeting the trust's charitable objective and the members will be able to use this to help confirm that the trust board is carrying out its role effectively.
- Members meet twice a year at an annual general meeting Members and at a mid-year review meeting.
- Members dissolve the trust. If the trust is failing, it is the responsibility of the members (in conjunction with the DfE), to dissolve the trust. Academy trusts are charitable companies limited by guarantee. In the event that the trust becomes insolvent, the members of the trust could be liable to up to £10. Each member will therefore undertake to contribute such amount, as may be required (not exceeding £10) to the academy trust's assets and for up to one year after s/he ceases to be a member.

### What impact will the opportunity have?

This is an opportunity to be involved with a highly respected, community based voluntary organisation which is in the forefront of education in Cheshire. You will contribute to delivering excellent standards of governance which will impact on our children, parents and our wider school communities.