

RMET

Scheme of Delegation

Appendix 6 – Governance Code of Conduct

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Document Change History

Date:	Version:	Description of Changes:
1 st September 2023	0.1	New Policy
18 th September 2023	1.0	First Approval

1. Introduction

- 1.1. At RMET, this Governance Code of Conduct will ensure all those within the governance structure understand the principles of good governance, adhere to the Nolan Principles of Public Life and the expectations placed upon them in their duties as Members, Trustees and Academy Committee Members of RMET.
- 1.2. By accepting appointment as a Member, Trustee or Academy Committee Member, each person agrees to accept the provisions of this code.

2. Statement of Equality

- 2.1. We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitments to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

3. Board Purpose

- 3.1. The Trust Board provides:

- 3.1.1. Strategic leadership of the Academy Trust: The Board defines the Trust vision for high quality and inclusive education in line with its charitable objects. It establishes and fosters the Trust's culture and sets and champions the Trust strategy including determining what, if any, governance functions are delegated to the local tier;
- 3.1.2. Accountability and assurance: The Board has robust effective oversight of the operations and performance of the Academy Trust, including the provision of education, pupil welfare, overseeing and ensuring appropriate use of funding and effective financial performance and keeping their estate safe and well-maintained;
- 3.1.3. Engagement: The Board has strategic oversight of relationships with stakeholders. The Board involves parents, schools and communities so that decision-making is supported by meaningful engagement.

4. The Nolan Principles

- 4.1. The Trust Board will ensure that all Members, Trustees and Academy Committee Members agree to abide by the Seven Nolan Principles of Public Life:
 - 4.1.1. Selflessness
We will act solely in terms of the public interest.
 - 4.1.2. Integrity
We will avoid placing ourselves under any obligations to people or organisations that might try inappropriately to influence us in our work. We will not act or take decisions in order to gain financial or other material benefits for ourselves, our family, or our friends. We will declare and resolve any interests and relationships.

- 4.1.3. Objectivity
We will act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
- 4.1.4. Accountability
We are accountable to the public for our decisions and actions and will submit ourselves to the scrutiny necessary to ensure this.
- 4.1.5. Openness
We will act and take decisions in an open and transparent manner. Information will not be withheld from the public unless there are clear and lawful reasons for so doing.
- 4.1.6. Honesty
We will be truthful.
- 4.1.7. Leadership
We will exhibit these principles in our own behaviour. We will actively promote and robustly support the principles and be willing to challenge poor behaviour whenever it occurs.

5. Roles and Responsibilities

- 5.1. As individuals, we agree to:
 - 5.1.1. Accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day-to-day management;
 - 5.1.2. Fulfil our roles and responsibilities as set out in the Trust's Scheme of Delegation;
 - 5.1.3. Develop, share and live the ethos and values of our Trust and all its Schools;
 - 5.1.4. Adhere to Trust and School policies and procedures as set out by the relevant governing documents and law;
 - 5.1.5. We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring or right to work checks;
 - 5.1.6. Work collectively for the benefit of the Trust and all its Schools;
 - 5.1.7. Be candid but constructive and respectful when holding Senior Leaders to account;
 - 5.1.8. Consider how our decisions may affect each School and their local community;
 - 5.1.9. Stand by the decisions that we make as a collective;
 - 5.1.10. Ensure that where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities;

- 5.1.11. Only speak or act on behalf of any Board or Committee if we have the authority to do so;
- 5.1.12. Fulfil our responsibilities as a good employer, acting fairly and without prejudice;
- 5.1.13. Ensure that when making or responding to complaints we will follow the established procedures;
- 5.1.14. Strive to uphold the Trust's reputation in our private communications (including social media);
- 5.1.15. Not discriminate against anyone and will work to advance equality of opportunity for all.

6. Commitment

6.1. Demonstrate our commitment to the role by:

- 6.1.1. Involving ourselves actively in the work of the Board, Committees or Academy Committees and accept our fair share of responsibilities, serving on additional Committees when required;
- 6.1.2. Making every effort to attend all meetings and where we cannot attend explain in advance why we are unable to;
- 6.1.3. Arriving at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol;
- 6.1.4. Getting to know the Trust and its Schools will and respond to opportunities to involve ourselves in Trust and School activities;
- 6.1.5. Visiting the Trust and the Schools, and when doing so will make all arrangements with relevant staff in advance and observe Trust and School protocol;
- 6.1.6. Ensuring that when we visit the Trust or Schools in a personal capacity (for example, as a parent or carer), we will continue to honour the commitments made in this code;
- 6.1.7. Participating in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

7. Relationships

7.1. We will actively work to build and maintain relationships by:

- 7.1.1. Developing effective working relationships with leaders, staff, parents and other relevant stakeholders from the local community/communities;

- 7.1.2. Respecting the remit of, and engaging constructively with, relevant authorities, sector bodies and other trusts;
- 7.1.3. Expressing our views openly, courteously and respectfully in all our communications with Members, Trustees, Academy Committees and staff both inside and outside of meetings;
- 7.1.4. Working to create an inclusive environment where each Member, Trustee and Academy Committee Member's contributions are valued equally;
- 7.1.5. Supporting the chair in their role of leading the Trust Board, Committee or Academy Committee, and ensuring appropriate conduct.

8. Confidentiality

- 8.1. As Members, Trustees and Academy Committee Members, we will respect confidentiality by:
 - 8.1.1. Observing complete confidentiality both inside and outside of the Trust and all its Schools when matters are deemed confidential or where they concern individual staff, pupils or families;
 - 8.1.2. Not revealing the details of any AGM, Trust Board, Committee or Academy Committee vote;
 - 8.1.3. Ensuring that all confidential papers are held and disposed of appropriately;
 - 8.1.4. Maintaining confidentiality even after we leave office.

9. Declarations

- 9.1. As Members, Trustees and Academy Committee Members, we will declare any conflicts of interest and be transparent at all times by:
 - 9.1.1. Declaring any business, personal or other interest that we have in connection with the Trust's business, and these will be recorded in the Register of Business Interest;
 - 9.1.2. Declaring any conflict of loyalty at the start of any meeting should the need arise;
 - 9.1.3. Ensuring that if a conflicted matter arises in a meeting, we will offer to leave the meeting for the duration of the discussion and any subsequent vote;
 - 9.1.4. Accepting that the Register of Business Interests will be published on the Trust and Schools websites;
 - 9.1.5. Acting in the best interests of the Trust and all its Schools as a whole and not as a representative of any group;
 - 9.1.6. Accepting that in the interests of open governance, our full names, dates of appointment, terms of office, roles, attendance records, relevant business and

pecuniary interests, category of Member, Trustee or Academy Committee Member and the body responsible for appointing us will be published on the Trust and Schools websites;

- 9.1.7. Accepting that information relating to Members, Trustees and Academy Committee Members will be collected and recorded on the DfE's national database (Get Information About Schools), some of which will be publicly available.

10. Breaches of the Code of Conduct

- 10.1. As every Member, Trustee or Academy Committee Member has a duty to report any breach of the code of conduct, or any grounds for believing that a breach of the code has occurred, we will provide such information to the Head of Governance as soon as possible.
- 10.2. As Members, Trustees and Academy Committee Members, we understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.