



## Code of Conduct for Members of the Local Governing Body

### **Code of conduct for the Local Governing Bodies (LGB) of CELT (Cornwall Education Learning Trust)**

It is important that confidence in the good governance and probity of **CELT** is maintained. In order to assist the Board of Trustees ('Board') of **CELT** achieve this, each Academy within **CELT** has adopted this code of conduct for all members of the Local Governing Body (LGB).

The LGB is responsible to the Board for the conduct of the Academy and for promoting high standards. The LGB aims to ensure that students and pupils are attending a successful school which provides them with a good education and supports their well-being.

The LGB is responsible to the Board for its actions and is expected to follow the expectations of members of the LGB as laid down by the Board. These expectations mirror those which apply to Trustees of the Trust, as follows;

#### **The Academy:**

- aims to establish a LGB that is competent, independent and diverse that promotes best practice in governance

**CELT** shall use The Good Governance Standard for Public Services as a guide to help the LGB achieve good governance but also as a tool to regularly assess the strengths and weaknesses of the academy's governance practice and improve it.

- aims to make sure that its governors promote and uphold high standards of conduct, probity and ethics

Each member of the LGB shall uphold the seven principles of public life identified by the Nolan Committee on Standards in public life (May 1996).

- requires its governors to act in accordance with the Trust's Articles of Association and associated Scheme of Delegation (the **articles**) and the code

Each governor shall obey the articles and decisions taken by the board and LGB in accordance with the articles.

#### **Application of the code**

This code applies to members of the LGB when exercising any of the board's powers delegated to them under the articles.

By accepting appointment to the LGB, each governor agrees to accept the provisions of this code.

## The good governance standard for public services

The standard prepared by The Independent Commission on Good Governance in Public Services in 2005 comprises six core principles of good governance, each with its supporting principles. Set out below is an extract of these core principles.

Good governance means focusing on **CELT's** purpose and on outcomes for citizens and service users

We will:

- be clear about the Academy's purpose and its intended outcomes for citizens and pupils
- make sure that pupils receive a high quality education
- make sure that taxpayers receive value for money

Good governance means performing effectively in clearly defined functions and roles.

We will:

- be clear about the functions of the LGB
- be clear about the responsibilities of non-executives and the executive, and making sure that those responsibilities are carried out
- be clear about relationships between governors and the public

Good governance means promoting values for the **CELT** and demonstrating the values of good governance through behaviour.

We will:

- put organisational values into practice
- behave in ways that uphold and exemplify effective governance

Good governance means taking informed, transparent decisions and managing risk.

We will:

- be rigorous and transparent about how decisions are taken
- have and use good quality information, advice and support
- make sure that an effective risk management system is in operation

Good governance means developing the capacity and capability of the governing body to be effective.

We will:

- make sure that appointed and elected governors have the skills, knowledge and experience they need to perform well
- develop the capability of people with governance responsibilities and evaluate their performance, as individuals and as a group
- strike a balance, in the membership of the board, between continuity and renewal

Good governance means engaging stakeholders and making accountability real.

We will:

- understand formal and informal accountability relationships
- take an active and planned approach to dialogue with and accountability to the public
- take an active and planned approach to responsibility to staff
- engage effectively with institutional

## Nolan principles

The Board expects each member of the LGB to uphold the following principles based on the Nolan Committee's work:

- **selflessness** - take decisions solely based on the vision and values of **CELT** and each Academy
- **integrity** – not be compromised in carrying duties by outside organisations or personal interest
- **objectivity** – remain impartial and ensure choices are made on merit alone
- **accountability** – be responsible for decisions and actions
- **openness** – give reasons for actions wherever possible and restrict information only when the wider public interest clearly demands
- **honesty** – declare any private interests and take steps to resolve any conflicts arising in a way that protects the public interest
- **leadership** – promote these principles by example

Additionally, each member of the LGB shall promote equality and diversity in all aspects of the Academy's governance and when carrying out any of their functions.

## Duties & responsibilities

### Members of the LGB shall:

- fulfil their responsibilities and duties as a governor of the Academy in good faith and:
  - uphold the ethos of the Academy
  - act in the best interests of the Academy
  - secure the proper and effective use of the Academy's property
  - act personally in all respects
  - act within the scope of any authority given to them by the LGB by law, by regulations or by the Scheme of Delegation
  - use reasonable skill and care when making decisions
- act in accordance with the Scheme of Delegation from time to time
- be committed to **CELT's** values and objectives (including equal opportunities), to contribute to and share responsibility for the LGB's decisions, to read LGB papers and to attend meetings, training sessions and other relevant events
- declare all interests they have as required by the Scheme of Delegation and the general law and to comply with any rules requiring withdrawal from a meeting where this is required because of an interest

- respect the confidentiality of information that they may have access to as a member of the LGB and keep confidential the affairs of the LGB
- inform the clerk to the LGB as soon as possible should any changes to their circumstances occur during their term as a member of the LGB, including if:
  - there are any changes to the interests which have been declared
  - they become, or cease to be, a company director, board member or trustee of another company or charity
  - their occupation changes
  - they move house
  - they become employed by **CELT**

### **Breaches of the code**

Every member of the LGB is under a duty to report any breach of this code or any grounds for believing that a breach of the code has occurred to the Chair of the LGB (and if the allegation is about the Chair, to the Vice-Chair).

Failing to report a breach of the code is itself a breach of this code.

Any breach of this code will be treated extremely seriously by both the LGB and the Board and may result in suspension or removal from the LGB.

In the event of a breach of this code each governor agrees to participate fully in any investigations procedure instigated by the LGB and/or the Board to abide by any sanction that may be imposed on them by the LGB for such breach.

### **Review**

The Board will be responsible for ensuring that this code of conduct is kept under review.