

Holding the Trustees to Account

The members of the Thomas Keble Academy Trust are custodians of the governance of the trust and the Trustees have a responsibility to demonstrate to the Members that the Trust's charitable object is being fulfilled.

The table below details how the Members **Review** (read and raise queries or comments as required), **Monitor** (analyse and report) and **Confirm** (check and note action is completed) the actions of the Trustees.

Area	Measure	Frequency	Owner
Standards	Review Headteacher's Report to Governing Body.	Annually	All
	Review OFSTED report.	As required	All
Performance	Monitor outcomes and compare performance with existing schools. https://www.compare-school-performance.service.gov.uk .	Annually	DE
	Review Annual Report – Trustees Report (Achievements and Performance).	Annually	All
Governance	Review Scheme of Delegation.	Annually	SP
	Confirm that key milestones on the Academies Planning Calendar are achieved (contained within meeting minutes).	As required	All
	Confirm the Board of Trustees meets at least three times a year, and conducts business only when quorate (dates of meetings and lists of attendees).	As required	All
	Review Skills Audit.	Annually	DB
	Confirm that the Trustees' contribution is reviewed.	Through year	All
	Confirm that Chair is elected annually.	Annually	All
	Review minutes of Trustees' meetings.	After each meeting	All
Financial	Confirm an appropriate, reasonable and timely response to findings by auditors.	Following audit report	All
	Confirm that the board approves a balanced budget for the financial year and minutes their approval.	Annually	All
	Confirm that management accounts are shared with the Chair of Trustees monthly, with the other Trustees six times a year, and consider when the board meets, taking action to maintain financial viability.	As required	All
	Confirm that an audit committee (either dedicated or combined with another committee) has been appointed to advise on the adequacy of the trust's controls and risks.	Annually	All
	Confirm decisions about executive pay follow a robust evidence-based process reflecting the individual's role and responsibilities, and that the approach to pay is transparent, proportionate and justifiable.	Annually	All
	Monitor Financial Benchmarking https://schools-financial-benchmarking.service.gov.uk .		DE
Risk	Review Risk Register.	Annually	JM
Strategy and Vision	Review school Vision.	Annually	JM
	Confirm strategy links to Vision.	Annually	JM
	Confirm strategy includes Key Performance Indicators which are monitored and reviewed.	As required	JM