



## OTLEY PRINCE HENRY'S GRAMMAR SCHOOL ACADEMY TRUST BOARD

### Terms of Reference

The Otley Prince Henry's Grammar School (OPHGS) Academy Trust Board is responsible for ensuring The Academy Trust complies with all aspects of regulation, and operates within the requirements set out in the Memorandum and Articles of Association.

#### Functions

1. The Trust Board will ensure compliance with Charity Law and the requirements of the Charity Commission and its *Statement of Recommended Practice – Accounting and Reporting by Charities* as revised in March 2005, and Company Law as set out in the Companies Act 1985 (and subsequent Acts).
2. The Trust Board will ensure compliance with the Regulator (Young People's Learning Agency).
3. The Trust Board will ensure that the Academy Trust's Objects (as set out in the Articles of Association) are met, and that the income and property of the Academy Trust shall be applied solely towards the promotion of the Object.
4. The Trust Board will appoint members of the Full Governing Body, as set out in the Articles of Association
5. Delegation of Corporate Governance and Financial Reporting as set out in the Academies Handbook and Articles of Association
6. Leasing of the Land & Buildings from the Freeholder
7. Delegation of responsibilities as Admissions Authority to the Full Governing Body

#### Accountability

Accountable to the Secretary of State

#### Roles

The Chair of the Full Governing Body will act as Chair of the Academy Trust Board as set out in the Articles of Association.

#### Membership

The members of the Academy Trust Board are:

Mr Paul Tranter (Chair)  
Mrs Laraine Barnes  
Mr Ian Bearpark  
Mr Peter Whittle  
Dr Chris Hatton

The Academy Trust Board may appoint additional members under Article 16 of the Articles of Association. The Secretary of State may also appoint 1 member.

## Meetings

The Academy Trust Board will hold an Annual General Meeting each year. The Annual General Meeting will be held in addition to one further meeting held during the Summer Term. Meetings are not open to the public.

## *Quorum*

The quorum for meetings will be two persons entitled to vote on the business transacted, each being a Member or a proxy of a Member or a duly authorised representative of a Member organisation.