

## **Abbey Multi Academy Trust Chairs' Group Terms of Reference**

The function of this group is advisory in nature.

### **1 Introduction**

The purpose of the group is to:

- Support and monitor the role of each Academy Chair within Abbey Multi Academy Trust.
- To establish consistent working practices across the MAT and Local Governing Bodies.
- To provide training, advice and a peer networking opportunity for all MAT appointed Chairs.
- To ensure effective lines of communication between the Trust Board and Local Governing Bodies.

### **2 Membership**

- CEO of Abbey MAT
- Chair of Abbey MAT Board of Trustees
- Chairs of each member Academy (should the Chair of Governors from an Academy be unable to attend, the Vice Chair or another nominated representative should attend the meeting)

### **3 Duties**

The Group has been established by the Abbey MAT Board of Trustees in order to:

- Ensure that the vision of Abbey MAT and the ethos and values of the Trust are consistently applied and shared.
- Ensure regular and accurate transfer of knowledge to members of the Local Governing Body.
- Provide an opportunity for Chairs to share good practice, debate and discuss areas of challenge.
- Provide an opportunity for Chairs to feedback to the Trust on “what is working well” and “areas for development”. Feedback actions to LGB or full Trust Board or relative committee. CEO can also take decision or action to relevant body.
- Develop, establish and implement common and consistent practices in all aspects of Academy governance.
- Develop and implement a Trust wide policy to encourage succession planning for Vice Chairs and aspiring Chairs.
- Identify and undertake new initiatives which affect the role of Chairs through regular training, briefings and peer to peer mentoring.
- To act as an input to wider MAT policies ie Talent Management and Succession Planning.
- To be an additional conduit for effective communication.

### **4 Meetings**

The Abbey MAT Chairs' Group will meet as a minimum of 4 times per year. Dates will be arranged through the CEO's PA at Abbey MAT.