Governance Arrangements

September 2025

Governance Arrangements

The Trustees have established committees (Local Governing Bodies and Finance & Planning Committee) either with delegated authority to make decisions or for the purpose of providing advice and support, informing the overall work of the Trust Board. However, these committees are not legally responsible or accountable for statutory functions – the Trust Board retains overall accountability and responsibility.

The responsibilities of board committees are set out in their terms of reference; The Trust Board will appoint committee members and Chairs.

Delegation can be removed if trustees determine that a committee is unable to meet key performance indicators.

The purpose of the Governing Body is to provide independent oversight of the management and operation of each academy, with the aim of improving the quality of education provided and raising standards.

Executive Leaders and the Senior Leadership Team make the day-to day decisions about running the academies.

Trustees shall ensure that the minimum requirements of committee members (governors) for the academies LGB are:

- Chair
- At least two parent governors
- The Headteacher (ex officio)
- At least one staff governor
- At least one local authority governor
- Any number of co-opted/community governors

The role of the Governing Body (in line with the scheme of delegation) is:

- Building an understanding of how the academies are led and managed
- Determine school level policies which reflect the Trusts ethos and values
- Management of risk: establish register, review and monitor

- Monitoring whether the academies are:
  - Working within agreed policies
  - Is meeting the agreed targets
  - Managing its finances and resources well
  - Engaging with stakeholders
  - Reporting to the Trust Board

The Governing Body responsibilities include;

- Review, approve and monitor the Academy Development Plan (ADP)
- Review, monitor and challenge Headteacher/SLT reports:
- School performance & improvement
- Safeguarding, SEND, other vulnerable groups
- Behaviour, attendance & safety
- Student development

The Governing Bodies are sub committees of the Trust Board. Governance structure & committees are established and reviewed annually by the Trust Board.

Roles and Responsibilities

Lower Academy Local Governing Body 2025/26

Name	Term of Office	Committees/Responsibilities
Deirdre O'Donoghue	01/09/24 – 31/08/27	Chair of Governing Body
Rebecca Rees	01/09/24	Ex-officio (Headteacher)
Keith Bobbin	01/09/24 – 31/08/27	Governor (Community)
Gemma Stoddard	01/09/2025 - 31/08/2028	Governor (Staff)
Sam Ricks	01/09/2025 - 31/08/2028	Governor (Staff)
Michelle Kalam	23/05/2024 – 23/05/2027	Governor (Community)
Tammy Gurney	01/09/24 – 31/08/2027	Governor (Parent)
Hayley Kemp	19/09/2024 – 31/08/2027	Governor (Parent)
Joanne Brooker	18/09/2025 – 31/08/2028	Governor (Parent)

Upper Academy Local Governing Body 2025/26

Name	Term of Office	Committees/Responsibilities
Leah-Marie Smith	01/09/24 – 31/08/27	Chair of Governing Body
Deirdre O'Donoghue	01/09/24 – 31/08/27	Governor (Community)
Rebecca Rees	01/09/2023	Ex-officio (Headteacher)
Keith Bobbin	01/09/24 – 31/08/27	Governor (Community)
Megan Prendergast	14/12/2023 - 14/12/2026	Governor (Community)
Maxine Newell	28/06/2024 – 31/12/2025	Governor (Community)
Samantha Coote	26/02/2025 – 31/12/2025	Governor (Staff)
Diane Reynolds	18/09/2025 – 17/09/2028	Governor (Staff)
Natalie Fischer	18/09/2025 – 17/09/2028	Governor (Community)
Donna Williams	11/12/2025 – 31/08/2028	Governor (Staff)

Basildon Academies
Register of Business Interests
September 2025 – August 2026

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
Deirdre O'Donoghue	Chair of Governors/Trustees, Supervisory Member	01.09.2024/ 01.01.2022	Trustee at AQA	None	None	11.12.2025
Mark Logan	Chair of Supervisory Members	01.01.2022	None	Governor for School in Portugal	None	06.03.2026
Dipesh Patel	Supervisory Member	01.01.2022	None	None	None	07.01.2026
Olanike Jagun	Supervisory Member	01.01.2022	None	None	None	30.01.2026
Gary Smith	Trustee, Chief Executive & Accounting Officer	11.02.2022 01.09.2017	Chief Executive Officer	CSS Community Governor CSS Management Committee CSS FR Committee	Wife is member of staff at Basildon Upper & Lower Academy	11.12.2025
Keith Bobbin	Trustee/Local Authority/Community Governor	11.02.2022 01.09.2017 01.09.2024	None	Northlands Primary School	None	11.12.2025
Leah-Marie Smith	Trustee/ Parent Governor	11.02.2022 02.12.2021	None	None	None	18.01.2026

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
Sam Ricks	Staff Governor	29.03.2023	None	None	None	03.09.2025
Gemma Stoddard	Staff Governor	29.09.2022	None	None	None	06.01.2026
Owen South	Trustee	20.07.2022	None	None	None	11.12.2025
Rebecca Rees	Ex-Officio	01.09.2023	None	None	None	03.09.2025
Megan Prendergast	Community Governor	14.12.2023	Recruitment	4myschools Recruitment Agency Ltd	None	05.01.2026
Alison Paveling	Trustee	23.05.2024	None	Deputy Head of Children's Support Service	None	20.01.2026
Michelle Kalam	Community Governor	23.05.2024	None	None	None	10.10.2025
Hayley Kemp	Parent Governor	19.09.2024	Primary School Teacher	St Peter's Primary School Billericay	None	15.01.2026
Tammy Gurney	Parent Governor	01.09.2024	None	None	None	18.12.2024
Louise Sherman	Trustee	13.02.2025	None	Keys Cooperative Academy Trust – MECCA, NEECA	Mark Sherman, husband	11.12.2025

NAME	TYPE	DATE APPOINTED	RELEVANT BUSINESS INTERESTS	LINKS TO OTHER EDUCATIONAL ESTABLISHMENTS	PERSONAL RELATIONSHIPS WITH SCHOOL STAFF OR OTHER GOVERNORS	DATE INTEREST DECLARED
Diane Reynolds	Staff Governor	18.09.2025	Fiancé works at the school – Iain Forecast	Lower Academy	Fiancé	22.09.2025
Natalie Fischer	Community Governor	18.09.2025	None	Children attend South Benfleet Primary School. Intervention Tutor at Cornelius Vermuyden	None	22.09.2025
Joanne Brooker	Parent Governor	18.09.2025	None	None	None	26.09.2025
Donna Williams	Staff Governor	11.12.2025	Upper Academy Staff Member	None	None	04.12.2025

Trust board Meeting Attendance 1st September 2024 – 31st August 2025

Trustee	Meetings attended	Out of possible
Gary Smith	5	5
Deirdre O'Donoghue	5	5
April Gurney	3	3
Keith Bobbin	4	5
Leah-Marie Smith	3	5
Owen South	4	5
Alison Paveling	4	5
Maxine Newell	4	5
Louise Sherman	0	2

Trust board Meeting Attendance 1st September 2025 – 31st August 2026

Trustee	Meetings attended	Out of possible
Gary Smith	3	3
Deirdre O'Donoghue	3	3
Louise Sherman	3	3
Keith Bobbin	3	3
Leah-Marie Smith	2	3
Owen South	3	3
Alison Paveling	2	3
Maxine Newell	0	2

Lower Academy Governing Body Attendance

1st September 2024 – 31st August 2025			1st September 2025 – 31st August 2026		
Trustee	**Meetings Attended**	**Out of a Possible**	**Trustee**	**Meetings Attended**	**Out of a Possible**
Chair of Governors	3	3	Chair of Governors	1	1
Community Governor 1	3	3	Community Governor 1	1	1
Community Governor 2	2	3	Community Governor 2	1	1
Headteacher	3	3	Headteacher	1	1
Director of Finance (invitation)			Director of Finance (invitation)		
Parent Governor 1	3	3	Parent Governor 1	0	1
Parent Governor 2			Parent Governor 2	1	1
Parent Governor 3			Parent Governor 3	0	1
Staff Governor 1	3	3	Staff Governor 1	1	1
Staff Governor 2	1	1	Staff Governor 2	1	1
Local Authority Governor			Local Authority Governor		
DSL (invitation)	3	3	DSL (invitation)	1	1
CEO (invitation)	1	3	CEO (invitation)	1	1

Upper Academy Governing Body Attendance

1st September 2024 – 31st August 2025				1st September 2025 – 31st August 2026		
Trustee	**Meetings attended**	**Out of a Possible**		**Trustee**	**Meetings attended**	**Out of a Possible**
Chair of Governors	3	3		Chair of Governors	1	1
Community Governor 1	3	3		Community Governor 1	1	1
Community Governor 2	1	1		Community Governor 2	1	1
Community Governor 3				Community Governor 3	1	1
Headteacher	3	3		Headteacher	1	1
Director of Finance (invitation)				Director of Finance (invitation)		
Parent Governor 1	2	3		Parent Governor 1	0	1
Staff Governor 1	2	3		Staff Governor 1	1	1
Staff Governor 2	2	3		Staff Governor 2		
Local Authority Governor				Local Authority Governor		
DSL (invitation)	1	1		DSL (invitation)	1	1
CEO (invitation)	2	3		CEO (invitation)	1	1