COMMITTEE TERMS OF REFERENCE: PEOPLE

1. The Directors have the power to establish any committee to assist in the conduct of the business of the Trust. If a committee is to have decision making authority, the committee board must comprise a majority of Directors, enabling a quorate decision to be made.

2. Details of the committees established by the Trust are noted in the Trust's Structure Chart appended to the Scheme of Delegation.

3. Where relevant the following functions may be delegated to any committee or committees dealing with matters relating to people.

People Strategy

1. On behalf of the Board ensure that policies and practices associated with people management and people leadership are consistent with the Trust values, culture, and support long-term sustainable success.

2. To oversee the executive team development and delivery of the people strategy, to include leadership and management, communication effectiveness, resource management, culture, knowledge and skills development, performance management and remuneration;

3. To advise and report to the Directors any organisational risks which might impede the development and implementation of a long-term success of the people strategy of the Trust.

4. To consider and approve policies designed to enable the recruitment, pay, wellbeing, engagement and retention of people;

Resource management

5. To support the Directors in developing an organisational structure which reflects the Trust's values and enables the management systems, structures and processes to work effectively in line with legal and statutory requirements.

6. To ensure that the Trust Board is kept informed of all matters concerning the people management of the Trust and its academies, the way work is organised (including value for money) and approve any central staffing structures as proposed by the executive team.

7. To consider proposals from headteachers and (where appropriate) Local Governing Committees on any academy staffing changes or restructures.

8. To ensure that the executive team retain an appropriate balance of skills to support and deliver the strategic objectives and values of the Trust;

Recruitment and Pay

9. To ensure a formal, rigorous and transparent approach to executive recruitment (Headteacher and above, and central team).

10. To monitor the effectiveness of recruitment and retention strategies across the Trust, informed by data driven metrics.

11. To oversee the effectiveness of people leadership through key metrics and dashboards including whistleblowing reports, disciplinary and grievances, member behavioural issues, and employee feedback to support an assessment of the efficiency, effectiveness, and cultural maturity of the Trust;

12. To review and approve pay awards in accordance with national guidance and policy, ensuring fairness and equity.

13. To consider and approve executive pay following a formal, rigorous, and transparent data driven decision making process;

14. To monitor Trust culture through the implementation and embedding of values-based leadership.

Talent management

15. To consider and comment on the strategy for attraction and retention of key talent and oversee effective succession planning by reference to key metrics.

16. To monitor the effectiveness of performance management and appraisal.

17. To monitor the effectiveness of professional development.

18. To review and comment on policies and actions to promote diversity, equity and inclusion;

19. To monitor, oversee and challenge actions being taken to support the wellbeing of people.

Risk management

20. Support the Directors in identifying, understanding and responding to people related risks for the Trust.

21. Support and challenge the Directors and the executive team to ensure;
    • Diversity, equity and inclusion in people practices – promoting fairness and equal opportunity in recruitment, promotion, and all people policies.
    • Ensuring Compliance and Ethical Standards – adherence to employment laws, regulations, and sector guidance.
    • Avoiding inefficiencies and resource misuse – monitoring people processes to prevent waste and ensure effective deployment of people.
    • Optimising workforce planning and utilisation – ensuring the efficient and effective deployment of talent to meet Trust strategic priorities.
    • Maintaining accurate and transparent records – maintaining up-to-date documentation to support effective governance, decision-making and compliance.