



Transparency Policy

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The Prince Albert Community Trust
Transparency Policy

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Introduction

The P A Community Trust (PACT) is a growing Multi-Academy Trust (MAT) currently consisting of five primary schools and one secondary school. There is a Members Board, a Trust Board and each school has its own Academy

Committee. If PACT begins to support a new school, then the Trust Board oversees its governance until the school is stable enough to have its own Academy Committee.

Company Details:

P A Community Trust Company Number – 09718257
Prince Albert Community Trust CST c/o,
Prince Albert High School,
115 Holford Drive,
Perry Barr,
Birmingham,
B42 2TU

Members

The Trust has five Members, two of which are signatory Members whose signatures are on the original Memorandum of Association. The Members are:

Mr Taheer Afzal
Mr Mark Fitch
Mrs Shahinul Islam
Mrs Najma Razaq
Mr Qaiser Zaman

People with Significant Control

In accordance with Government legislation, PACT are required to declare a register of people with significant control to Companies House annually or upon any alterations. At present the PACT does not have any people with significant control. According to the guidance, 'A company is required to take reasonable steps to contact its PSCs and confirm the information for the register. If someone refuses to provide the information, they will commit a criminal offence. A company may also approach people who it believes have knowledge of who its PSCs are. Failure to comply is also a criminal offence.'

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/496738/PSC_register_summary_guidance.pdf

For Companies House the following must be recorded:

- name;
- date of birth;
- nationality;
- country, state or part of the UK where the PSC usually lives;
- service address;
- usual residential address (this must not be disclosed when making your register available for inspection or providing copies of the PSC register);
- the date he or she became a PSC in relation to the company;
- which conditions for being a PSC are met;
- for conditions (i) and (ii) (in above government guidance) this must include the level of their shares and voting rights, within the following categories:
 - > Over 25% up to (and including) 50%,
 - > More than 50% and less than 75%,
 - > 75% or more;
- the company is only required to identify whether a PSC meets condition (iv) if they do not exercise control through one or more of conditions (i) to (iii);
- whether an application has been made for the individual's information to be protected from public disclosure, see Annex 2 of the full guidance for further information.

The Board

Purpose

The Board of Directors will be responsible for the strategic direction and financial control of the company. Day to day management is the responsibility of the Chief Executive who will perform such duties as may be delegated to them from time to time.

The Board will:

- Ensure that the annual accounts are produced in accordance with the requirements of the Companies Act 2006

- Comply with the financial regulations, the standing orders and policies of the Academy Trust; and such financial regulations as may be issued by the DfE and/or Education and Skills Funding Agency (ESFA) to the Academy Trust from time to time
- Make all decisions regarding major issues such as the business plan and financial matters and agree a Scheme of Financial Delegation for operational management

Membership

The Articles of Association state that the membership of the Board is:

- not less than 3 but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum
- the total number of trustees including the Executive Head Teacher/CEO if they so choose to act as Trustee under Article 57 who are employees of the Academy Trust shall not exceed one third of the total number of Trustees
- the Board should feature a balance of expertise and experience to promote the Company’s objectives

The Board shall comprise of:

- the Chief Executive of the Company;
- up to 5 Trustees by ordinary resolution;
- up to 2 Academy Trustees which may be appointed or elected in accordance with any policy decided by the Trustees;
- A minimum of 2 Parent Trustees elected or appointed under Articles 53-56, or if no provision is made for at least 2 Parent Local Representatives on each established Academy Committee pursuant to Article 101A

Quorum

Subject to Article 119, the quorum is 3 Trustees or one third (rounded up to the whole number) of the persons who are at the time Trustees present at the meeting and entitled to vote on those respective matters.

Frequency of meetings and programme of work

The Board will meet as often as is necessary to fulfil its responsibilities and at least once each term.

Trustees 2023/24

Name	Trustee Type	Term of Office End
Paulette Osborne	Director/Chair	29.09.2024
Phillipa Sherlock - Lewis	PACT CEO	Ex officio
Matthew Hodgson	Director	23.05.2025
Colin Diamond	Director	16.12.2025
Abbie Vlahakis	Director	02.11.2026
Elizabeth Dean	Director	23.05.2027
Faz Chishty	Director	10.09.2027
Shabana Amir-Baz	Director	08.09.2027



Meeting Attendance 2022/23

Trustee Board Attendance		Trust Board 2022-23							FRAC Oct	FRAC Dec	FRAC Jan	FRAC March	FRAC May	FRAC July	QASC Oct	QASC Jan	QASC May	WASC Oct	WASC March	WASC May
Trust Board (+Committee)	Position	02.11.22	14.12.22	01.02.23	29.03.23	Extraordinary Board 20.04.23	17.05.23	20.07.23												
Darrin Hill (+FRAC)	Interim Chair	N	N	Y	Y	Y	Y	Y												
Sajid Gulzar (+FRAC, QACS, WASC)	Trustee	Y	Y	Y	Y	Y	N	Y									Committee Cancelled			
Paulette Osborne (+QASC)	Trustee	Y	Y	Y	N	Y	Y	Y									Committee Cancelled			
Matt Hodgson (+WASC)	Trustee	Y	Y	Y	Y	Y	Y	Y												
Qasim Majid (+FRAC, WASC)	Trustee	N	Y	N	Y	Y	Y	Y		L										
Colin Diamond (+QASC)	Trustee	N	Y	Y	N	Y	Y	Y									Committee Cancelled			
Abbie Vlahakis (FRAC)	Vice Chair	Y (observer)	Y	Y	Y	Y	Y	Y	Y (observer)											
Liz Dean (FRAC)	Trustee	NOT IN POST							Y											
Herminder Channa	Chair	N	Y	N	N	Y	Resigned													

Trust Board attendance for the current academic year can be viewed by visiting the Governance section of the PACT website.

Review

This policy will be updated annually or as and when required.