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| --- | --- | --- | --- | --- | --- |
| Area | Decision | Delegation | | | |
| Members | Trustees | Executive Headteacher | Committees/  Key Staff |
| People | Members: Appoint/Remove |  |  |  |  |
| Trustees: Appoint/Remove |  | A |  |  |
| Role Descriptions for members |  | A |  |  |
| Role Descriptions for trustees/chair/clerk/specific roles |  |  | A |  |
| Elect Committee Members |  |  |  |  |
| Chair of Trustees: Appoint/Remove |  |  | A |  |
| Clerk to Board: Appoint/Remove |  |  | A |  |
| Systems & Structure | Articles of Association: Agree and review |  |  |  |  |
| Governance Structure for the Trust (Committees, Linked Trustees): Establish and review annually |  |  | A |  |
| Terms of Reference for Trust committees: agree annually |  |  | A |  |
| Skills Audit: complete and recruit to fill gaps |  |  | A |  |
| Annual self-review of Trust Board and Committee Performance: complete annually |  |  | A |  |
| Chair’s performance: periodic review |  |  | A |  |
| Trustee member contribution: review annually |  |  | A |  |
| Succession Plan |  |  | A |  |
| Annual schedule of business for Trust Board: agree |  |  | A |  |
| Governance detail on website: ensure compliance |  |  | A | Clerk |
| Register of interests, business, pecuniary, attendance of trustees: establish & publish |  |  | A | Clerk |
| Annual Report and accounts including accounting policies, signed statement of regularity, propriety and compliance, incorporating governance statement demonstrating value for money: submit |  |  | A | Finance, Audit. Risk & HR Committee |
| Area | Decision | Delegation | | | |
| Members | Trustees | Executive Headteacher | Committees/  Key Staff |
| Being Strategic | Determine trust wide policies which reflect the trust's ethos and values including HR policies (facilitating discussions with unions where appropriate ): approve |  |  |  | Clerk |
| Management of risk: establish register review and monitor |  |  |  |   Director of Finance |
| Engagement with stakeholders |  |  |  |  |
| Trust’s vision and strategy – produce School Development Plan, agreeing key priorities and key performance indicators against which progress can be measured |  |  | A |  |
| Executive Headteacher: Appoint and Dismiss |  |  |  |  |
| Budget plan to support delivery of key priorities: agree |  |  | A | A  Director of Finance |
| Agree Staffing Structure |  |  |  |  |
| Holding to Account | Auditing and reporting arrangements for matters of compliance (eg Safeguarding, H&S, employment): agree |  |  | A | Strategy Group |
| Reporting arrangements for progress on key priorities: Agree |  |  | A | Strategy Group |
| Performance management of the Executive Headteacher: undertake |  |  |  |  |
| Trustee monitoring: agree arrangements |  |  | A |  |
| Ensuring Financial Probity | Director of Finance: Appoint and Dismiss |  |  | A |  |
| Auditors: Appoint and Dismiss |  |  |  | Finance, Audit. Risk & HR Committee |
| Trust’s Scheme of Finance Delegation: establish & review |  |  | A |  |
| External Auditors’ Report: receive and response |  |  | A | Finance, Audit. Risk & HR Committee |
| Executive Headteacher’s pay award: agree |  |  |  | Finance, Audit & Risk Committee |
| Benchmarking and value for money: ensure robustness |  |  | A | Finance, Audit. Risk & HR Committee Strategy Group |
| Develop procurement strategies and efficiency savings programme |  |  | A | Finance, Audit. Risk & HR Committee Strategy Group |
| Pupil Well  Being | Make sure the provision of free school meals to those pupils meeting the criteria |  |  | A | Strategy Group |
| Appoint a designated teacher to promote the educational achievement of looked after children (LAC) and post-LAC and that they undertake appropriate training |  |  | A | Finance, Audit & Risk Committee |
| Make sure the school complies with the Equality Act 2010 and the Public Sector Equality Duty and publishes equality objectives and information about how it is doing this |  |  | A | Finance, Audit & Risk Committee |
| Make arrangements for supporting pupils with medical conditions |  |  | A | Finance, Audit & Risk Committee |

A = advises