

Area	Decision/Activity	Responsibility For/Delegation To						
		Members	Trust Board	TB Finance/Audit Committee	TB Standards Committee	Executive Director	LGB	Academy Head-teacher
Governance framework								
People	Members: Appoint/Remove	✓						
	Trustees: Appoint/Remove	✓	✓					
	Role descriptions for members	✓						
	Role descriptions for trustees/chair/specific roles/LGB: agree		✓			<A		
	Parent trustee/LGB: elected		✓				✓	
	Committee Chairs: appoint and remove		✓			<A		
	LGB chairs: appoint and remove		✓			<A	<A	<A
	Clerk to board: appoint and remove		✓			<A		
	Clerk to LGB: appoint and remove		✓			<A	<A	<A
Systems and structures	Articles of association: review and agree	✓	<A			<A		
	Governance structure (committees) for the trust: establish and review annually		✓			<A		
	Terms of reference for board committees and scheme of delegation: agree annually		✓			<A	<A	

‘Working in partnership to ensure that every child’s success is at the heart of all we do’

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Systems and structures	Skills audit: complete		✓				✓	
	Skills audit: recruit to fill gaps		✓			<A	<A	<A
	Annual self review of trust board and committees: complete annually		✓					
	Annual self review of LGBs: complete annually					A>	✓	
	Chair's performance: carry out 360 review periodically		✓			<A>	✓	
	Trustee /LGB member contribution: review annually		✓			<A>	✓	
	Succession: plan		✓			<A	<A	<A
	Annual schedule of business for Trust Board: agree		✓			<A		
	Annual schedule of business for LGBs: agree					<A>	✓	A
Reporting								
Reporting	Publication on trust and schools' websites of all required details on governance arrangements: ensure		✓			<A	✓	<A
	Annual report on performance of the trust: submit to members and publish		✓			<A		
	Annual report and accounts including accounting policies, signed statement on regularity, propriety and compliance, incorporating governance statement demonstrating value for money: submit		✓	<A		<A		

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	Annual report on work of LGB submit to trust and publish						✓	<A
Being Strategic								
Being Strategic	Determine trust wide policies which reflect the trust's ethos and values (facilitating discussions with unions where appropriate) including: admissions; charging and remissions; complaints; expenses; health and safety; premises management; data protection; whistleblowing and FOI; staffing policies including capability, discipline, conduct and grievance: approve		✓	<A	<A	<A	<A	<A
	Implement policies at school level which reflect the school's ethos and values to include e.g. admissions; SEND; safeguarding and child protection; curriculum; behaviour: approve					A>	✓	✓
	Trust level budgets: agree		✓	<A		<A		
	Management of risk: establish register, review and monitor		✓	<A	<A	<A>	✓	<A
	Engagement with stakeholders	A>	A>			✓	✓	<A
	Trust's vision and strategy, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine	A>	✓			<A	<A	<A
Schools vision and strategy (in line with Trust's vision), agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine					A>	✓	<A	



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Being Strategic	Executive Director of Education: appoint and dismiss		✓					
	Headteacher : appoint and dismiss		✓			<A	<A	
	Budget plan to support delivery of trust key priorities: agree		✓	<A		<A		
	Budget plan to support delivery of school key priorities: agree					A>	✓	<A
	Trust's staffing structure: agree		✓			<A		
	School staffing structure: agree					✓	<A	<A
Holding to account								
Holding to account	Auditing and reporting arrangements for matters of compliance (e.g. safeguarding, H&S, employment): agree		✓	✓	✓	<A	<A	
	Reporting arrangements for progress on key priorities: agree		✓			<A	<A	
	Performance management of the Executive Director of Education: undertake		✓					

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	Performance management of Headteacher : undertake					✓	<A	
	Performance Monitoring of Teaching and Learning in schools					A>	✓	<A
	External Trustee monitoring: agree arrangements		✓			<A		
	External LGB monitoring: agree arrangements		A>			A>	✓	<A
	LGB overall performance monitoring: agree arrangements		✓			<A	<A	
Ensuring financial probity								
Ensuring financial probity	Chief financial officer for delivery of trusts detailed accounting processes: appoint		✓	<A		<A		
	Trust's financial regulation: establish and review		A>	✓		<A		
	School's financial procedures: establish and review					A>	✓	<A
	External auditors' report: receive and respond		✓	<A		<A		
	Executive Director of Education pay award: agree		✓					



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	Headteacher pay award: agree					✓	<A	
	Staff appraisal procedure and pay progression: review and agree					A>	✓	<A
	Benchmarking and trust wide value for money: ensure robustness			✓				
	Benchmarking and school value for money: ensure robustness					A>	✓	<A
	Develop trust wide procurement strategies and efficiency savings programme			A>		✓		<A