

# DECISION MAKING MATRIX

## The governance framework

Area	Function	Members	Trust Board	CEO	Exec HT	LGB	HT
People	Appointment and removal of members	✓					
	Determine the structure of the Board of Trustees	✓					
	Appointment and removal of trustees	✓	A				
	Appointment and removal of Chair of Trustees		✓				
	Appointment and removal of governors					✓	
	Appointment and removal of Chair of Governors		✓			A	
	Role description for members	A	✓				
	Role description for trustees		✓				
	Role description for governors		✓			A	
	Code of conduct for members, trustees and governors		✓				
	Appointment and removal of Clerk to the Trust Board			✓			
Appointment and removal of Clerk to the LGB						✓	
Systems and structures	Agree and review Articles of Association	✓	A	A			
	Establish and review governance structure for the Trust		✓	A			
	Establish and review Scheme of Delegation		✓	A		A	
	Terms of reference for the LGB and other Board committees		✓	A		A	A
	Skills audit for Trust Board		✓				
	Skills audit for LGB					✓	
	Evaluation of performance of Trust Board		✓	A	A	A	
	Evaluation of performance of LGB		A	A	A	✓	A
	Annual evaluation of contribution of Trust Board members		✓	A			
	Annual evaluation of contribution of LGB members						✓
Statutory responsibilities	Trust governance details on the website			✓			
	School governance details on the website					✓	
	Register of pecuniary and business interests for members	✓					
	Register of pecuniary and business interests for trustees		✓				
	Register of pecuniary and business interests for LGB					✓	
	Annual report on the performance of the Trust	✓	A				

## Being strategic

Area	Function	Members	Trust Board	CEO	Exec HT	LGB	HT
Vision	Establish and review Trust vision and ethos		✓	A	A		
	Maintain Trust vision and ethos in individual schools				A	✓	✓
	Change the name of the Trust	✓					
Composition of the Trust	Determine and approve future partners within the Trust		✓				
	Wind up the Trust	✓					
Support and challenge	Agree key strategic Trust priorities for the year		✓	A			
	Agree key school improvement priorities for the year				A	✓	A
	Responsibility for standards in individual schools		✓	A	A	A	A
	Termly monitoring of progress against key strategic Trust priorities		✓	A			
	Termly monitoring of key school improvement priorities					A	✓
Statutory responsibilities	Approve and review Trust wide statutory policies		✓	A			
	Monitor the implementation of Trust wide statutory policies					✓	A
	Approve and review school level statutory policies					✓	A
	Monitor the implementation of school level statutory policies					✓	A
Community	Engage with stakeholders					✓	A
Individual schools	Making significant changes to an individual school		✓	A		A	A
	Determining individual school name, uniform and branding		✓	A		A	A
	Setting term dates and the length and composition of the school day			✓	A	A	A
	Wind up an individual school		✓				

## Finances

Area	Function	Members	Trust Board	CEO	Exec HT	LGB	HT
Top slice	Agree and review top slice		✓	A			
Risk	Manage risk		✓	A			
Budgets	Agree annual budget for the Trust and individual schools		✓				
	Responsibility for financial stability across the Trust		✓				
	Responsibility for spend within delegated limits		✓	A		✓	A
	Monitoring of individual school budgets					✓	A
Accounts	Approval of annual accounts	✓					
Auditors	Appointment of external auditors	✓	A				

## People

Area	Function	Members	Trust Board	CEO	Exec HT	LGB	HT
Appointments	Appointment of the CEO		✓				
	Appointment of Executive HT		✓	A			
	Appointment of HT		✓	A	A	A	
	Appointment of SLT				A	✓	A
	Appointment to other key trust functions (eg finance director)		✓	A			
Performance management	Performance management of the CEO		✓				
	Performance management of Executive HT		✓	A			
	Performance management of HT		✓	A	A	A	
	Performance management of other key trust functions		✓	A			
	Determine CEO pay range and annual award		✓				
	Determine Executive HT pay range and annual award		✓	A			
	Determine HT pay range and annual award		✓	A	A	A	
Staffing structures	Determine senior staffing structures across the Trust		✓	A	A		
	Determine staffing structures in an individual school				A	✓	A

Approved 14 June 2017