

| 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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| | | Members | Trust Board | TB Finance/Audit Committee | TB Standards Committee | Executive Director | LGB | Academy Head-teacher |
| 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 |