

Area	Decision	Delegation				
		Members	Directors	CEO HT	LGB	School
Governance framework						
People	Members: Appoint/Remove	✓				
	Director: Appoint/Remove	✓				
	Role descriptions for members	✓				
	Role descriptions for Directors/chair/ specific roles/committee members:		✓	<A		
	Governors: elected (including process if not elected)	✓	✓		✓	
	Committee chairs: appoint and remove (as applicable)			<A	✓	
	LGB chairs: appoint and remove		✓	<A	✓	
	Clerk to board: appoint and remove		✓			
	Clerk to LGB: appoint and remove for Full Board. Subcommittees can be organised by the LGB (as applicable)			<A	✓	
Systems and structures	Articles of association: agree and review	✓	<A	<A		
	Governance structure (committees) for the trust: establish and review annually. Clerk to the LGB to record.	✓	✓	<A		
	Terms of reference for trust committees (including audit if required, and scheme for school committees): agree annually		✓	<A	✓	
	Terms of reference for LGB/local committees: agree and review annually		✓	<A	✓	
	Skills audit: complete and recruit to fill gaps		✓	<A>	✓	A

Area	Decision	Delegation				
		Members	Directors	CEO HT	LGB	School
Systems and structures	Annual self review of trust board and committee performance: complete annually		✓			
	Annual self review of LGB performance: complete annually				✓	
	Succession: plan		✓	<A>	✓	A
	Annual schedule of business for trust board: agree		✓	<A		
	Annual schedule of business for LGB: agree			A>	✓	A
Reporting						
Reporting	Trust governance details on trust and academies' websites: ensure		✓	<A		
	Academy governance details on academy website: ensure		✓	<A		
	Register of all interests, business, pecuniary, loyalty for members/trustees/committee members: establish and publish		✓	<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		

Area	Decision	Delegation				
		Members	Directors	CEO HT	LGB	Schools
Being Strategic						
Being Strategic	Determine trust wide policies which reflect the trust's ethos and values including: admissions; charging and remissions; complaints; expenses; health and safety, premises management; data protection and FOI; staffing policies including capability, discipline, admissions; SEND; safeguarding and child protection; curriculum; behaviour, conduct and grievance: approve		✓	<A	<A	
	Determine school level policies which reflect the school's ethos and values to include e.g.: approve			✓	✓	<A
	Central spend / top slice: agree		✓	<A		
	Management of risk: establish register, review and monitor		✓	<A>	✓	A
	Engagement with stakeholders		✓	✓	✓	✓
	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		
	Schools vision and strategy, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine				✓	<A
	Executive Principal : Appoint and dismiss	A>	✓			
	Head of School : Appoint and dismiss		A>	✓	✓	
	Budget plan to support delivery of trust key priorities: agree		✓	<A		
	Budget plan to support delivery of school key priorities: agree			A>	✓	✓

Area	Decision	Delegation				
		Members	Directors	CEO HT	LGB	Schools
Being Strategic	Trust's staffing structure: agree		✓	<A		
	School staffing structure: agree			A>	✓	✓
	Appeals: Complaints, readmissions, Disciplinary, Grievance		✓	<A>	✓	
	Appeals: Performance related pay (including Executive Principal)		✓		✓	<A
	Staff Management : Appoint and Dismiss (including going to advert)			✓	✓	<A
Holding to account						
Holding to account	Auditing and reporting arrangements for matters of compliance (eg safeguarding, H&S, employment): agree		✓	<A>	✓	A
	Reporting arrangements for progress on key priorities: agree		✓	<A>	✓	A
	Performance management of the Executive Principal		✓			
	Performance management of Headteacher : undertake			✓	✓	
	Director monitoring: agree arrangements		✓	<A		
	LGB member monitoring: agree arrangements				✓	A
Ensuring financial probity						
	Chief financial officer for delivery of trusts detailed accounting processes: appoint		✓	✓		

Appendix 2

Area	Decision	Delegation				
		Members	Directors	EP / HT	LGB	HoS
Ensuring financial probity	Trust's scheme of financial delegation: establish and review		✓	<A		
	School's scheme of financial delegation: establish and review		✓	<A		
	External auditors' report: receive and respond		✓	<A		A
	EP pay award: agree		✓			
	Head of School pay award: agree		✓	<A	✓	
	Staff appraisal procedure and pay progression: monitor and agree		✓	A>	✓	<A
	Benchmarking and trust wide value for money: ensure robustness		✓	<A	✓	
	Benchmarking and academy value for money: ensure robustness		✓	<A	✓	<A
	Develop trust wide procurement strategies and efficiency savings programme		✓	✓		