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| Policy Approved: | 13 December 2022 |
| Next Review: | December 2024 |
| Effective Date: | 1 September 2022 |

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| Reading the grid |
| ✓ - governance function and decision-making is at this level |
| C - to be consulted prior to decision being made |
| Note: Decisions delegated to the trust board may be delegated to a board committee but not the CEO, Local Governing Council or HoS |

| Governance function | | Members | Trust board / board committees | CEO/ accounting officer | LGCs | HoS |
|---|--|---------|--------------------------------|-------------------------|------|-----|
| Governance framework: people | Members: appoint/remove | ✓ | | | | |
| | Trustees: appoint/remove | ✓ | ✓ | | | |
| | Parent trustees/parent Local Governing Council (LGC) members: appoint when elected | | ✓ | | ✓ | |
| | Board committee chairs: appoint and remove | | ✓ | | | |
| | Named safeguarding trustee: appoint and remove | | ✓ | | | |
| | Local Governing Council (LGC) chairs and vice-chairs: appoint and remove | | ✓ | | | |
| | Local Governing Council (LGC) members: appoint and remove | | ✓ | | | |
| | Governance Professional to board: appoint and remove | | ✓ | | | |
| | Governance Professional to LGC: appoint and remove | | ✓ | | | C |
| | Local Governing Council (LGC) Link Safeguarding Governor: appoint | | | | | ✓ |
| Local Governing Council (LGC) Link SEND Governor: appoint | | | | | ✓ | |

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|---|---|---------|--------------------------------|--------------------------|------|-----|
| Governance framework: systems and structures | Articles of association: review and agree | ✓ | | | | |
| | Governance structure for the trust: establish and review annually | | ✓ | | | |
| | Committee terms of reference and scheme of delegation: agree annually | | ✓ | | | |
| | Annual schedule of governance business: agree | | ✓ | | C | |
| | External review of trust board: complete bi-annually | | ✓ | | | |
| | Self-review of LGC | | | | ✓ | |
| | Trustee/ LGC member contribution: review annually | | ✓ | | ✓ | |
| Governance framework: reporting | Publish governance arrangements on trust and schools' websites: ensure | | | ✓ | | |
| | Annual report on the performance of the trust: submit to members | | ✓ | C | | |
| | Annual report and accounts including accounting policies, signed statement on regularity, propriety and compliance, incorporating governance statement demonstrating value for money: submit to members and Companies House | | ✓ | C | | |
| | ESFA required reports and returns: submit | | ✓ | C | | |

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|------------------------------------|---|---------|--------------------------------|--------------------------|------|-----|
| Being strategic | Determine trust wide policies which reflect the trust's ethos and values: approve | | ✓ | C | | |
| | Determine school level policies: approve | | | | ✓ | C |
| | Management of risk: establish register, review and monitor | | ✓ | C | | |
| | Engagement with stakeholders: ensure | | ✓ | ✓ | C | ✓ |
| | Determine trust's vision, strategy and key priorities: approve | | ✓ | C | | |
| | | | | | | |
| | Determine annual school-level and trust wide KPIs | | ✓ | C | | C |
| | | | | | | |
| | Chief Executive Officer: appoint and dismiss | | ✓ | | | |
| | Accounting officer: appoint and dismiss | | ✓ | | | |
| | Head of School: appoint and dismiss | | C | ✓ | C | |
| | Budget plan to support delivery of trust key priorities: agree | | ✓ | C | | |
| | Budget plan to support delivery of schools' key priorities: agree | | | ✓ | | C |
| Trust's staffing structure: agree | | ✓ | C | | | |
| Schools' staffing structure: agree | | | ✓ | | C | |

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|--|---|---------|--------------------------------|--------------------------|------|-----|
| Holding to account | Ensuring compliance (e.g. safeguarding, H&S, employment): agree auditing and reporting arrangements | | ✓ | C | | |
| | Ensure alignment of school's vision with Trust ethos and values | | | C | ✓ | C |
| | Monitoring progress on Trust wide KPIs: (termly) | | ✓ | C | | |
| | Monitor school-level progress against annual KPIs (termly) | | | | ✓ | |
| | Monitor student attendance, including disadvantaged (termly) | | | | ✓ | C |
| | Ensure compliance with SEND code of practice | | ✓ | C | | ✓ |
| | Monitor school-level compliance with SEND code of practice | | | | ✓ | C |
| | Ensure compliance with safeguarding regulations and protocols | | ✓ | C | | ✓ |
| | Monitor school-level compliance with safeguarding regulations and protocols | | | | ✓ | C |
| | Performance management of the CEO: undertake | | ✓ | | | |
| Performance management of HoS: undertake | | | C | ✓ | | |
| Financial oversight | External auditors: appoint | ✓ | | | | |
| | Chief Financial Officer: appoint | | ✓ | C | | |
| | Trust's scheme of financial delegation: establish, monitor and review | | ✓ | C | | |
| | External auditors' report: receive and respond | | ✓ | | | |
| | CEO pay award: agree | | ✓ | | | |
| | HoS' pay award: agree | | ✓ | C | | |
| | Staff appraisal procedure and pay progression: review and agree | | ✓ | C | | |
| | Benchmarking and trust wide value for money: ensure robustness | | | | ✓ | |
| Monitoring budget: agree reporting | | | ✓ | C | | |