



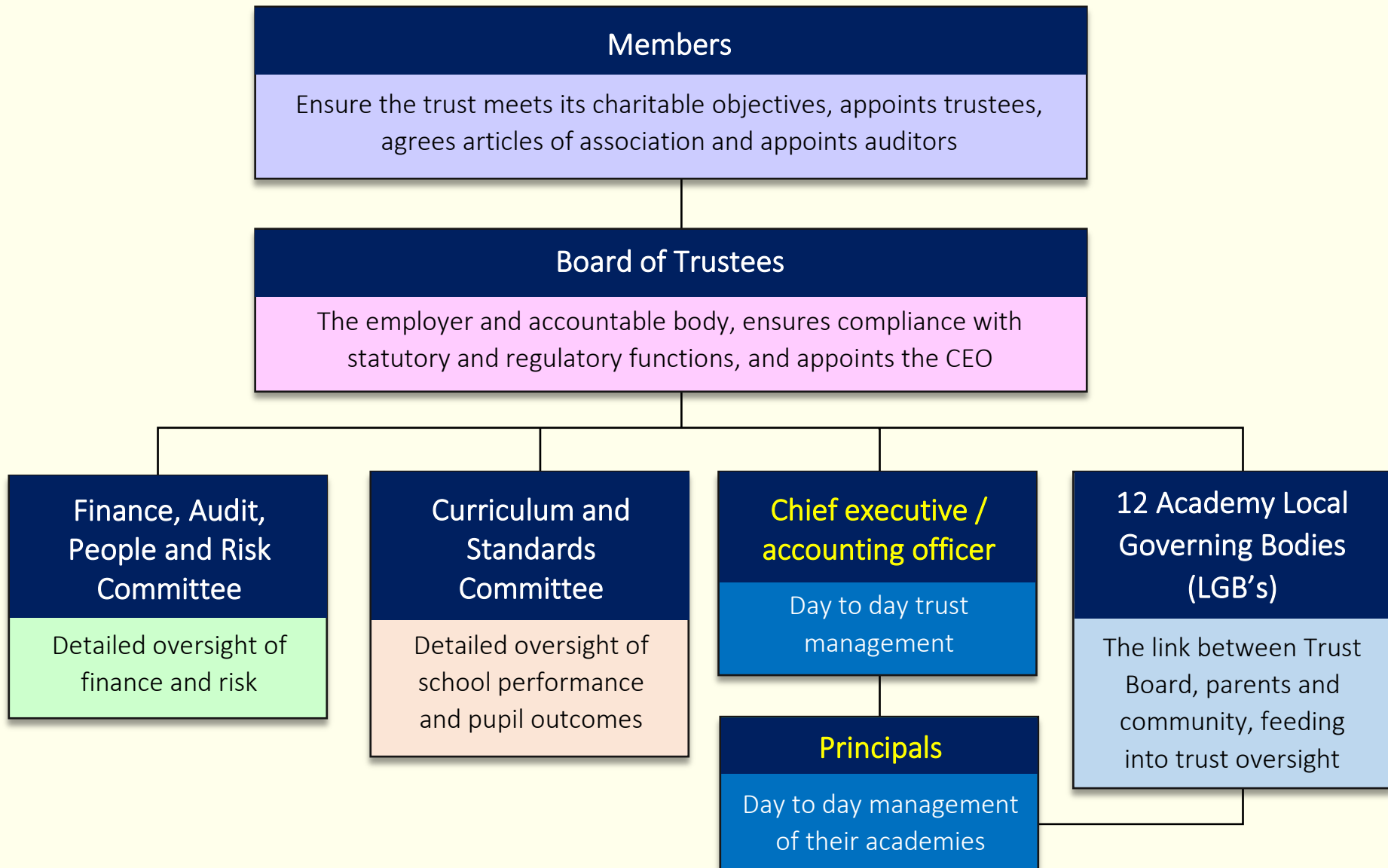
SCHEME OF DELEGATION

2024/25

Aston Community Education Trust Scheme of Delegation is reviewed and approved annually by the Trust Board, so that the roles and responsibilities outlined continually reflect organisational realities and updates to statutory legislation

Date of last review: January 2025

ACET GOVERNANCE STRUCTURE



Curriculum & Standards Committee

Chair: Sarah Sprack
John Barton
Catharine Kinsella
Jane Ford

Finance, People Audit & Risk Committee

Chair: Andy Brickles
Craig McGowan
John Barton
Jill Pyper
Sally Wheatley

Typical agenda items:

- Attendance report
- Behaviour Report
- Standards- progress and attainment Report
- Curriculum evaluation Report

(Progress data, curriculum developments, quality of leadership, quality of teaching (inc ECT & trainees), impact of pupil premium funding, SEND provision, extra-curricular offer, wrap around provision, impact of sports premium funding.

- Academy Profiles

In attendance: Executive Team & Strategic Team

Typical agenda items:

- Finance: Budget Reports Management Accounts & internal/ external audit reports, Voluntary Fund, Endowment Fund
- People: staffing structure reviews and appraisal, executive pay and wellbeing
- Risk Register
- Safeguarding
- Estates including SCA
- Significant changes
- Complaints
- GDPR
- IT & Cybersecurity

In attendance: Central Team



Key	
A Accountable (and approver)	Accountable and makes the decision but may Delegate the task to those responsible. There should be only one group/person accountable for each task/decision.
R Responsible	Responsible for carrying out the process or task and/ or makes the recommendation
C Consulted	Consulted prior to a decision being made or given a consultation opportunity for feedback within a review cycle
I Informed	Information shared for awareness and understanding
*Highlighted	Statutory expectation or necessary to comply with articles of association or funding agreement.

References to the CEO includes members of the Central Team to whom the CEO will delegate, for example the Chief Financial Officer for finance related matters and the Executive Principals for educational matters.

		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
1. Board business								
1.1	Appoint/remove members	*A/R						
1.2	Appoint/remove trustees	*A/R						
1.3	Elect Chair of Trustees		*A/R					
1.4	Appoint and remove Board committee chairs		*A/R	R	R			
1.5	Appoint and remove Board committee vice chairs			A/R	A/R			



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
1.6	Appoint and remove academy committee chairs		*A			R	I	
1.7	Appoint and remove academy committee vice chairs					C	A	R
1.8	Appoint trust appointed academy committee members		*A			R	R	C
1.9	Remove trust appointed academy committee members					A	R	C
1.10	Appointing local parent governors						A	R
1.11	Establish and review trust governance structure		*A			R		
1.12	Appoint trust governance professional		*A			R		
1.13	Agree academy committee clerking arrangements		*A			R	C	
1.14	Agree named safeguarding trustee		*A/R			C		
1.15	Agree and implement trust safeguarding practices with regard to statutory guidance, including appointing trust designated safeguarding lead (DSL).					A/R	C	C
1.16	Delivering support for looked after children						C	A/R
1.17	Approving Academy safeguarding policy.		C				A	R
1.18	Approving Trust safeguarding policies (prevent, looked after children, safer recruitment, supporting pupils with medical conditions)			A		R	I	
1.19	Agree named SEND trustee lead		*A			R		
1.20	Agree named careers trustee lead		*A			R		
1.21	Articles of association: review and ensure adherence		*A			R		
1.22	Articles of association: ratify	*A/R						
1.23	Agree committee terms of reference		*A/R	C	C	C	C	C
1.24	Complete annual review of scheme of delegation		*A			R		
1.25	Complete annual trust board self-review, ensure relevant finance skill set available		*A/R					



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
1.26	Setting expectations for trustee and governor conduct		A			R		C
1.27	Fostering equality, diversity and inclusion including building a diverse board	A	R			C	C	C
1.28	Complete review of local governance	C	A			R	C	C
1.29	Publish governance arrangements on trust and schools' websites					*A/R		C
1.30	Ensure trust website is compliant and effective					*A/R		
1.31	Ensure academy websites are compliant and effective							*A/R
1.32	Submit annual report on the performance of the trust to members and publish		A			R		
1.33	Commission external review of board effectiveness every three years	A	R			C		
1.34	Annually report work of academy committee's: submit to trust and publish		A			R	C	C
1.35	Approving governance policies (data protection, information sharing, cybersecurity, Freedom of Information, code of conduct)			A		R	I	C
2. Vision and strategy								
2.1	Determine trust's vision, strategy, culture and key priorities		A/R			R	C	C
2.2	Apply trust vision, strategy and culture to individual academies					C	C	A/R
2.3	Determine trust-wide policies which reflect the trust's ethos and values		*A	A	A	R		C
2.4	Determine academy level policies						*A	R
2.5	Establish risk register and conduct regular review		*A	R	R	R		C



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
2.6	Ensure adequate insurance cover is in place		A			R		
2.7	Ensure engagement with stakeholders		A			R	R	R
3. Finance and estates								
3.1	Appoint and remove external auditors	*A/R	C					
3.2	Appoint and performance manage chief financial officer					*A/R		
3.3	Produce trust's scheme of financial delegation		*A			R		
3.4	Review the external auditors annual planning document and approve the planned audit approach			A/R		C		
3.5	Receive external auditors report	*A/R						
3.6	Action recommendations made by external auditors			*A		R		R
3.7	Produce annual report and accounts in line with the Charity Commission's Statement of Recommended Practice		*A			R		
3.8	Submit ESFA required reports and returns			*A		R		
3.9	Delivering monthly management accounts and forecasts including managing cash position and budget			*A		R		
3.10	Agree budget plan to support delivery of trust strategic priorities		A	C		R		C
3.11	Agree budget plan to support delivery of academy strategic priorities		*A			R	C	C
3.12	Establishing controls framework, including internal audit			A		R		
3.13	Carry out benchmarking and trust-wide value for money evaluation			A		R		
3.14	Agree reporting and monitoring arrangements for trust and academy budgets			*A		R	C	C



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
3.15	Approve trust-wide estate vision, strategy and asset management plan			*A		R		
3.16	Monitor academy estate to ensure it is safe and well maintained			*A		R	C	C
3.17	Setting Health & Safety Policies and estates management strategy			A		R	I	C
3.18	Approval of finance policies (Charging and remissions, procurement)			A		R	I	C
3.19	Monitoring Pupil Premium spend and sport premium					C	A	R
3.20	Managing conflicts of interest and related party transactions		C			A/R	R	R
3.21	Reporting on reserves management, including having a clear plan for reserves management			A		R		
4. People								
4.1	Appoint and dismiss CEO/accounting Officer		*A					
4.2	Performance manage CEO		*A/R					
4.3	Agree CEO pay and reward		*A/R					
4.4	Conduct executive team performance management					A/R		
4.5	Conduct principal performance management					A/R	C	
4.6	Agree principal pay and reward					A/R	C	
4.7	Review and agree staff appraisal procedure and pay progression			A		R		C
4.8	Determine executive team staffing structure		*A			R		
4.9	Determine academy staffing structure					A	C	R
4.10	Principal appointments and dismissal					A/R	C	



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
4.11	Setting the approach to all staff appointment and dismissal, with regard to statutory requirements					A/R		C
4.12	Trust wide pay policy, terms and conditions of employment			*A		R	I	C
4.13	Approve HR Policies (appraisal, disciplinary, grievance and capability policies)			*A		R	I	C
4.14	Approval of whistleblowing policies		A			R	I	C
4.15	Ensure disclosure and barring service (DBS) checks are carried out and the SCR is compliant at trust level					*A/R		
4.16	Ensure disclosure and barring service (DBS) checks are carried out and the SCR is compliant at academy level							*A/R
4.17	Ensuring induction, training and ongoing training in line with statutory requirements at trust level					A/R		
4.18	Ensuring induction, training and ongoing training in line with statutory requirements at academy level							A/R
4.19	Implement disciplinary and capability procedures – CEO		A/R					
4.20	Implement disciplinary and capability – central team and principals					A/R		
4.21	Implement disciplinary and capability procedures – academies							A/R
4.22	Approval of exit payments/early retirement/pension discretion (above a certain threshold)		*A			R		C
4.23	Overseeing staff wellbeing, workload and working conditions at trust level					A/R	C	C
4.24	Overseeing staff wellbeing, workload and working conditions at academy level						C	A/R



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
5. Education								
5.1	Approve trust curriculum policy				A	R	C	R
5.2	Approve academy curriculum policy (Religious education, RSHE)						A	R
5.3	Approving the uniform policy		A			R	I	
5.4	Setting the school day and year					A	C	R
5.5	Ensure high standards of teaching and learning				A	R	C	R
5.6	Delivery of curriculum					C	C	A/R
5.7	Ensure delivery of early years foundation stage is in line with statutory requirements					C	C	A/R
5.8	Ensuring compliance with SEND Code of Practice					C	C	A/R
5.9	Plan and deliver careers guidance with regards to statutory guidance					C	C	A/R
5.10	Set targets for trust outcomes				A	R		
5.11	Plan and deliver individual academy improvement interventions and strategies					C	C	A/R
5.12	Agree Junior Academy behaviour Policy					C	A	R
5.13	Agree Senior Academy behaviour Policy					A/R	I	C
5.14	Implement behaviour policy							A/R
5.15	Review permanent and fixed term exclusions					R	*A	R
5.16	Agree admissions Arrangements		*A			R	I	C
5.17	Admissions appeal process		*A			R	C	C
5.18	Determine complaints policy		*A/R			R	I	C
5.19	Implement complaints procedures		*A/R			R	R	R



		Members	Trust board	Finance, People Audit & Risk Committee	Curriculum & Standards Committee	CEO	Local Governing Bodies	Principals
5.20	Keeping admissions and attendance registers							A/R
5.21	Production and analysis of data				A	R	C	R
6. Community								
6.1	Developing stakeholder partnerships across the trust		A			R	C	R
6.2	Developing stakeholder partnerships at academy level					C	A	R
6.3	Stakeholder communications in response to complaints and local and national media attention		A			R	C	C
6.4	Press and media responses trust level		C			A/R		
6.5	Press and media responses academy level		C			A	C	R

MEMBERS	
ACCOUNTABLE AND RESPONSIBLE	
Board Business	Appoint/remove members
	Appoint/remove trustees
	Articles of Association: ratify
Finance & Estates	Appoint and remove external auditors
	Receive external audit report
ACCOUNTABLE	
Board Business	Fostering equality, diversity and inclusion including building a diverse board
	Commission external review of board effectiveness every three years
CONSULTED	
Board Business	Complete review of local governance

TRUST BOARD	
ACCOUNTABLE AND RESPONSIBLE	
Board Business	Elect chair of Trustees
	Appoint/remove board committee chairs
	Agree named safeguarding trustee
	Agree committee terms of reference
	Complete annual trust board self-review ensuring financial skill set available
Vision & Strategy	Determine trust's vision, strategy, culture and key priorities
People	Performance manage CEO
	Agree CEO pay and reward
	Implement disciplinary and capability procedures - CEO
Education	Determine complaints policy
	Implement complaints procedures
ACCOUNTABLE	
Board Business	Appoint/remove academy committee chairs
	Establish & review trust governance structure
	Agree academy committee clerking arrangements
	Appoint Trust Appointed academy committee members
	Appoint trust governance Leader
	Agree named SEND trust lead
	Agree named careers trustee lead
	Articles of Association: review and assure adherence
	Complete annual review of scheme of delegation
	Setting expectations for trustee and governor conduct
	Complete review of local governance
	Submit annual report on the performance of the trust to members and publish
	Annually report work of academy committee: submit to trust and publish
	Vision and Strategy
Establish risk register and conduct regular review	
Ensure adequate insurance cover is in place	
Ensure engagement with stakeholders	
	Produce trust's scheme of financial delegation



Finance & Estates	Produce annual report and accounts in line with the Charities Commission's Statement of Recommended Practice
	Agree budget plan to support delivery of trust strategic priorities
	Agree budget plan to support delivery of academy strategic priorities
People	Appoint and dismiss CEO/accounting officer
	Determine executive team staffing structure
	Approval of whistleblowing policy
	Approval of exit payments/early retirement/pension discretion (above a certain threshold)
Education	Agree admissions Arrangements
	Approve uniform policy
	Admissions appeal process
Community	Developing stakeholder partnerships across the trust
	Stakeholder communication in response to complaints and local and national media attention
RESPONSIBLE	
Board Business	Fostering equality, diversity and inclusion including building a diverse board
	Commission external review of board effectiveness every three years
CONSULTED	
Board Business	Approve academy Safeguarding Policy
Finance & Estates	Managing conflicts of interest and related party transactions
	Appoint and remove external auditors
Community	Press and media responses trust level
	Press and media responses academy level

FINANCE, AUDIT & RISK COMMITTEE	
ACCOUNTABLE AND RESPONSIBLE	
Board Business	Appoint and remove board committee vice chair
Finance & Estates	Review the external auditors annual planning document and approve the planned audit approach
ACCOUNTABLE	
Board Business	Approving Trust safeguarding policies (prevent, looked after children, safer recruitment, supporting pupils with medical conditions)
	Approving governance policies (data protection, information sharing, cybersecurity, Freedom of Information, code of conduct)
Vision & Strategy	Determine trust-wide policies which reflect the trusts ethos and values
Finance & Estates	Action recommendations made by external auditors
	Submit ESFA reports and returns
	Delivering monthly management accounts and forecasts including managing cash position and budget
	Establishing controls framework, including internal audit
	Carry out benchmarking and trust-wide value for money evaluation
	Agree reporting and monitoring arrangements for trust and academy budgets
	Approve trust-wide estate vision, strategy and asset management plan
	Approval of finance policies (Charging and remissions, procurement)
	Monitor academy estate to ensure it is safe and well maintained



	Setting Health & Safety Policies and estates management strategy
	Reporting on reserves management, including having a clear plan for reserves management
RESPONSIBLE	
Board Business	Appoint and remove Board committee chairs
Vision & Strategy	Establish risk register and conduct regular review
CONSULTED	
Board Business	Agree committee terms of reference
Finance & Estates	Agree budget plan to support delivery of trust strategic priorities

CURRICULUM & STANDARDS COMMITTEE	
ACCOUNTABLE AND RESPONSIBLE	
Board Business	Appoint and remove board committee vice chair
ACCOUNTABLE	
Vision & Strategy	Determine trust-wide policies which reflect the trusts ethos and values
Education	Approve trust curriculum policy
	Ensure high standards of teaching and learning.
	Set targets for trust outcomes
	Production and analysis of data
RESPONSIBLE	
Board Business	Appoint and remove committee chairs
Vision & Strategy	Establish risk register and conduct regular review
CONSULTED	
Board Business	Agree committee terms of reference

CEO	
ACCOUNTABLE AND RESPONSIBLE	
Board Business	Agree and implement trust safeguarding practices with regard to statutory guidance, including appointing trust designated safeguarding lead (DSL).
	Publish governance arrangements on trust and schools' websites
	Ensure trust website is compliant and effective
Finance & Estates	Appoint and performance manage chief financial officer
	Managing conflicts of interest and related party transactions
People	Conduct executive team performance management
	Conduct principal performance management
	Agree principal pay and reward
	Principal appointments and dismissal
	Setting the approach to all staff appointment and dismissal, with regard to statutory requirements



	Ensure Disclosure and Barring (DBS) checks are carried out and the CSR is compliant at trust level
	Ensuring induction, training and ongoing training in line with statutory requirements at trust level
	Implement disciplinary and capability – central team and principals
	Overseeing staff wellbeing, workload and working conditions at trust level
Education	Agree Senior Academy behaviour policy
Community	Press and media responses trust level
ACCOUNTABLE	
Board Business	Remove trust appointed academy committee members
People	Determine academy staffing structures
Education	Setting the school day and year
Community	Press and media responses academy level
RESPONSIBLE	
Board Business	Appoint/remove academy committee chairs
	Appoint academy committee members
	Establish and review trust governance structure
	Appoint trust governance professional
	Agree academy committee clerking arrangements
	Approving Trust safeguarding policies (prevent, looked after children, safer recruitment, supporting pupils with medical conditions)
	Agree named SEND trustee lead
	Agree named careers trustee lead
	Articles of association: review and ensure adherence
	Complete annual review of scheme of delegation
	Setting expectations for trustee and governor conduct
	Complete review of local governance
	Annually report work of academy committee: submit to trust and publish
	Submit annual report on the performance of the trust to members and publish
	Approving governance policies (data protection, information sharing, cybersecurity, Freedom of Information, code of conduct)
Vision & Strategy	Determine trust's vision, strategy, culture and key priorities
	Determine trust-wide policies which reflect the trust's ethos and values
	Ensure adequate insurance cover is in place
	Establish risk register and conduct regular review
	Ensure engagement with stakeholders
Finance & Estates	Approve trust-wide estate vision, strategy and asset management plan
	Produce trust's scheme of financial delegation
	Action recommendations made by external auditors
	Produce annual report and accounts in line with the Charity Commission's Statement of Recommended Practice
	Submit EFSA required reports and returns
	Delivering monthly management accounts and forecasts including managing cash position and budget
	Agree budget plan to support delivery of trust strategic priorities
	Agree budget plan to support delivery of academy strategic priorities
Establishing controls framework, including internal audit	



	Carry out benchmarking and trust-wide value for money evaluation
	Agree reporting and monitoring arrangements for trust and academy budgets
	Monitor academy estate to ensure it is safe and well maintained
	Setting Health & Safety Policies and estates management strategy
	Approval of finance policies (Charging and remissions, procurement)
	Reporting on reserves management, including having a clear plan for reserves management
People	Review and agree staff appraisal procedure and staff progression
	Approval of exit payments/early retirement/pension discretion (above a certain threshold)
	Determine executive team staffing structure
	Trust wide pay policy, terms and conditions of employment
	Approve HR policies (appraisal, disciplinary, grievance and capability policies)
	Approval of whistleblowing policy
Education	Approve trust curriculum policy
	Approve the uniform policy
	Ensure high standards of teaching and learning
	Set targets for trust outcomes
	Review permanent and fixed term exclusions
	Agree admissions policy
	Admissions appeals process
	Determine complaints policy
	Implement complaints procedures
Production and analysis of data	
Community	Developing stakeholder partnerships across the trust
	Stakeholder communications in response to complaints and local and national media attention
CONSULTED	
Board Business	Appoint and remove academy committee vice chairs
	Agree named safeguarding trustee
	Agree committee terms of reference
	Fostering equality, diversity and inclusion including building a diverse board
	Commission external review of board effectiveness every three years
Vision & Strategy	Apply trust vision, strategy and culture to individual academies
Finance & Estates	Review the external auditors annual planning document and approve the planned audit approach
	Monitoring pupil premium and sport premium
Education	Delivery of the curriculum
	Ensure delivery of early years foundation stage is in line with statutory requirements
	Ensuring compliance with SEND Code of Practice
	Plan and deliver careers guidance with regards to statutory guidance
	Plan and deliver individual academy improvement interventions and strategies
Agree Junior Academy behaviour Policy	
Community	Developing stakeholder partnerships at academy level

LOCAL GOVERNING BODY

ACCOUNTABLE

Appoint and remove academy committee vice chairs



Board Business	Appoint local parent governors
Board Business	Approving academy safeguarding policy
Vision & Strategy	Determine academy level policies
Finance & Estates	Monitoring pupil premium and sport premium
Education	Approve academy curriculum policy (Religious education/ RSHE)
	Agree Junior Academy behaviour policy
	Review permanent and fixed term exclusions
Community	Developing stakeholder partnerships at academy level
RESPONSIBLE/ RECOMEND	
Board Business	Appoint trust appointed academy committee members
Board Business	Remove trust appointed academy committee members
Vision & Strategy	Ensure engagement with stakeholders
Finance & Estates	Managing conflicts of interest and related party transactions
Education	Implement complaints procedures
CONSULTED	
Board Business	Agree academy committee clerking arrangements
	Agree and implement trust safeguarding practices with regard to statutory guidance, including appointing trust designated safeguarding lead (DSL).
	Delivering support for look after children
	Agree committee terms of reference
	Fostering equality, diversity and inclusion including building a diverse board
	Complete review of local governance
	Annually report work of academy committee's: submit to trust and publish
Vision & Strategy	Determine trust's vision, strategy, culture and key priorities
	Apply trust vision and strategy and culture to individual academies
Finance & Estates	Agree budget plan to support delivery of academy strategic priorities
	Agree reporting and monitoring arrangements for trust and academy budgets
	Monitor academy estate to ensure it is safe and well managed
People	Conduct principal performance management
	Agree principal pay and reward
	Determine academy staffing structure
	Principal appointments and dismissal
	Overseeing staff wellbeing, workload and working conditions at academy level
	Overseeing staff wellbeing, workload and working conditions at trust level
Education	Approve trust curriculum policy
	Setting the school day and year
	Ensure high standards of teaching and learning
	Delivery of the curriculum
	Ensure delivery of early years foundation stage is in line with statutory requirements
	Ensuring compliance with SEND code of practice
	Plan and deliver careers guidance with regards to statutory guidance
	Admissions appeals process
Plan and deliver individual academy improvement interventions and strategies	
	Production and analysis of data
Community	Developing stakeholder partnerships across the trust



	Stakeholder communications in response to complaints and local and national media attention
	Press and media responses at academy level
INFORMED	
Board Business	Appoint and remove academy committee chairs
	Approving Trust safeguarding policies (prevent, looked after children, safer recruitment, supporting pupils with medical conditions)
	Approving governance policies (data protection, information sharing, cybersecurity, Freedom of Information, code of conduct)
Finance & Estates	Setting Health & Safety Policies and estates management strategy
	Approval of finance policies (Charging and remissions, procurement)
People	Trust wide pay policy, terms and conditions of employment
	Approve HR Policies (appraisal, disciplinary, grievance and capability policies)
	Approval of whistleblowing policies
Education	Approve the uniform policy
	Agree Senior Academy behaviour Policy
	Agree admissions Arrangements
	Determine complaints policy

PRINCIPALS	
ACCOUNTABLE & RESPONSIBLE	
Board Business	Delivering support to looked after children
	Ensure academy websites are compliant and effective
Vision and Strategy	Apply trust vision, strategy and culture to individual academies
People	Ensure disclosure and barring service (DBS) checks are carried out and the CSR is compliant at academy level
	Ensure induction, training and ongoing training in line with statutory requirements at academy level
	Implement disciplinary and capability procedures at academy level
	Overseeing staff wellbeing, workload and working conditions at academy level
Education	Delivery of the curriculum
	Ensure delivery of early years foundation stage is in line with statutory requirements
	Ensuring compliance with SEND code of practice
	Plan and deliver careers guidance with regard to statutory guidance
	Plan and deliver individual academy improvement interventions and strategies
	Implement behaviour policy
Keeping admissions and attendance registers	
ACCOUNTABLE	
RESPONSIBLE/ RECCOMEND	
Board Business	Appoint and remove academy committee vice chairs
	Appointing local parent governors
	Approving academy safeguarding policy
Vision and Strategy	Determine academy level policies
	Ensure engagement with stakeholders
Finance & Estates	Action recommendations made by external auditors
	Monitoring Pupil Premium spend and sport premium
	Managing conflicts of interest and related party transactions



People	Determine academy staffing structure
Education	Approve trust curriculum policy
	Approve academy curriculum policy (Religious education, RSHE)
	Setting the school day and year
	Ensure high standards of learning and teaching
	Agree junior academy behaviour policy
	Review permanent and fixed term exclusions
	Implement complaints procedure
	Production and analysis of data
Community	Developing stakeholder partnerships across the trust
	Developing stakeholder partnerships at academy level
	Press and media responses at academy level
CONSULTED	
Board Business	Appoint trust appointed academy committee members
	Remove trust appointed academy committee members
	Agree and implement trust safeguarding practices with regard to statutory guidance, including appointing trust designated safeguarding lead (DSL).
	Agree committee terms of reference
	Setting expectations for trustee and governor conduct
	Fostering equality, diversity and inclusion including building a diverse board
	Complete review of local governance
	Publish governance arrangements on trust and schools' websites
	Annually report work of academy committee: submit to trust and publish
	Approving governance policies (data protection, information sharing, cybersecurity, Freedom of Information, code of conduct)
Vision and Strategy	Determine trust's vision, strategy, culture and key priorities
	Determine trust-wide policies which reflect the trust's ethos and values
	Establish risk register and conduct regular review
Finance & Estates	Agree budget plan to support delivery of trust strategic priorities
	Agree budget plan to support delivery of academy strategic priorities
	Agree reporting and monitoring arrangements for trust and academy budgets
	Monitor academy estate to ensure it is safe and well maintained
	Setting Health & Safety Policies and estates management strategy
	Approval of finance policies (Charging and remissions, procurement)
People	Review and agree staff appraisal procedure and pay progression
	Setting the approach to all staff appointments and dismissal, with regard to statutory requirements
	Trust wide pay policy, terms and conditions of employment
	Approve HR policies (appraisal, disciplinary and capability)
	Approve whistleblowing policy
	Approval of exit payments/ early retirement/ pension discretion (above a certain threshold)
	Overseeing staff wellbeing, workload and working conditions at trust level
Education	Agree senior academy behaviour policy
	Agree admissions policy
	Admissions appeal process
	Determine complaints policy
Community	Stakeholder communications in response to complaints and local and national media attention



Version Control	
V1	Approved at Trustees July 2024
V3	Amendments made to ensure updates to ATH 2024 were reflected including references to reserves
V4	Amendments made to include 'for information' into the key ensuring Local Governors are clear where policies are the responsibility of Trustees and for their information and guidance.
V5	Amendments to reflect changes in trustees & following initial draft of internal scheme of delegation