ETAT Scheme of Delegation 1.9.25

Approved Trust Board 10.7.25

	Task	Members	Trust Board	Audit & Risk committee	Finance & Resources committee	Education & Standards Committee	Trust Pay Panel	CEO	CFO	Governance Officer	LGBs	Headteachers
	1. Trust governance											
1.1	Appoint/remove members	✓										
1.2	Appoint/remove trustees	✓	✓									
1.3	Elect chair/vice chair of trustees annually		✓									
1.4	Appoint committee chairs annually and remove when necessary		✓									
1.5	Determine powers of chair of trustees in urgent situations		✓									
1.6	Establish and review trust governance structure		✓									
1.7	Agree named safeguarding trustee		✓									
1.8	Agree named trustee for special educational needs and disabilities (SEND)		✓									
1.9	Appoint trust governance professional		✓									
1.10	Undertake trust governance professional appraisal annually		✓					✓				
1.11	Articles of association: review		✓									
1.12	Articles of association: ratify changes	✓										
1.13	Agree scheme of delegation and complete annual review		✓									
1.14	Agree committee terms of reference (including LGBs) and complete annual review		✓									
1.15	Agree role description for link governor/trustee areas		✓									
1.16	Agree trust board and committee meeting dates and agendas		✓					✓		✓		
1.17	Commission external review of trust board effectiveness every three years		✓									
1.18	Complete annual trust board self-evaluation		✓									
1.19	Publish governance arrangements on trust and academy websites									✓		
1.20	Ensure trust and academy websites are compliant and effective							✓				
1.21	Maintain compliance on GIAS and Companies House							✓		✓		
1.22	Submit annual report on the performance of the trust to members		✓									
1.23	Maintain register of interests									✓		
1.24	Maintain a trustee/governor expenses policy				✓							
1.25	Approve statutory policies		✓									

#	Responsibility	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
1.26	Approve school policies								✓		
1.27	Appoint/remove LGB chairs								✓		
1.28	Appoint/remove LGB members (local governors)								✓		
1.29	Agree LGB clerking arrangements							✓	✓		
1.30	Appoint and dismiss local clerks						✓	✓			
1.31	Agree LGB meeting dates and agendas, ensuring trust-wide consistency							✓	✓	✓	
1.32	Complete periodic review of local governance	✓						✓			
1.33	Agree and monitor code of conduct for trustees	✓									
1.34	Plan Trust Board Succession Management	✓									
1.35	Agree remit and constitution of any working party established to support trust's strategic objectives	✓									
2. Vision and strategy											
2.1	Determine trust's vision, strategy, ethos/culture and key priorities	✓						✓			
2.2	Develop engagement channels with key stakeholders in line with trust vision and priorities							✓		✓	
2.3	Agree trust growth strategy	✓						✓			
2.4	Agree PAN reduction	✓									
2.5	Determine non-statutory trust-wide policies							✓			
2.6	Determine school level policies							✓		✓	
3. Finance											
3.1	Appoint and performance manage chief financial officer (CFO)							✓			
3.2	Produce trust's scheme of financial delegation to further expand on processes relating to delegated financial powers	Trust board to approve							✓		
3.3	Produce annual report and accounts	Trust board to approve						✓	✓		
3.4	Submit required financial reports and returns								✓		
3.5	Agree budget plan to support delivery of trust strategic priorities	✓						✓	✓		
3.6	Agree budget plan to support delivery of school development plan							✓	✓	✓	
3.7	Monitor trust amd academy budgets	✓			✓			✓	✓		
3.9	Develop and submit three-year budget forecast							✓	✓		
3.1	Carry out benchmarking and trust-wide value for money evaluation							✓	✓		
3.12	Prepare management accounts every month setting out the trusts financial performance and position	✓							✓		
4. Operations											

#	Description	1	2	3	4	5	6	7	8	9	10	11
4.1	Appoint and remove external auditors	✓										
4.2	Receive external auditor's report	✓										
4.3	Ensure ATH requirements relating to the review of the external auditor's plans, findings and effectiveness are adhered to			✓								
4.4	Action recommendations arising from internal audits							✓				
4.5	Agree and deliver a programme of internal scrutiny ensuring the effective use of external third-parties to support the trust			✓				✓				
4.6	Agree risk management policy		Trust board to approve	✓				✓				
4.7	Oversee the risk register and undertake a full review at least annually		✓									
4.8	Undertake review of risk register 3 times per year			✓								
4.9	Manage and report on risk mitigation strategies							✓				✓
4.10	Maintain trust contingency and business continuity plans							✓				
4.11	Monitor implementation of, and compliance with, health and safety policy and procedures at school level		✓					✓			✓	✓
4.12	Agree premises management documents, including estate vision, estate strategy and asset management plan							✓				
4.13	Monitor school estates to ensure they are safe and well-maintained										✓	✓
4.14	Ensure that there is suitable expert support on health and safety							✓				
4.15	Secure suitable insurance (commercial and/or the risk protection arrangement (RPA)) for the trust							✓				
4.16	Develop a cyber security framework							✓				
4.17	Agree on proportionate controls that address the risks of fraud, irregularity and theft through relevant policies and processes			✓				✓				
4.18	Ensure there is adequate company sectretarial support		✓									
4.19	Appoint a data protection officer (DPO)							✓				
4.20	Complete and maintain Single Central Record (SCR)							✓				✓
4.21	Receive routine reports on the status of the SCR				✓							
5. Workforce												
5.1	CEO/Accounting Officer		✓									
5.2	Other central team staff							✓				
5.3	Headteacher							✓		✓		
5.4	School level staff members											✓

(Left column label spanning rows 5.1–5.4: **Appointing/ dismissing**)

Category	#	Description										
Performance management and determining pay/ progression	5.5	CEO	✓				✓					
	5.6	Other staff members of central team					✓	✓				
	5.7	Headteacher					✓	✓		✓		
	5.8	School level staff members					✓					✓
Undertake panel hearings for staffing procedures such as disciplinary, grievance and capability matters	5.9	CEO	✓									
	5.10	Other staff members of central team	✓									
	5.11	Headteacher								✓		
	5.12	School level staff members								✓		
	5.13	Determine central team staffing structure					✓	✓				
	5.14	Determine school level staffing structure						✓				✓
	5.15	Ensure appointment of DSLs and deputy DSLs					✓					✓
	5.16	Ensure appointment of SENCOs					✓					✓
	5.17	Ensure there is effective school improvement capacity within, or accessed by, the trust					✓	✓				
	5.18	Monitor staff wellbeing and workload			✓		✓			✓	✓	
	5.19	Monitor staff statutory training (safeguarding, prevent, H&S etc) and impact of CPD			✓	✓	✓			✓	✓	
	5.20	Approve staff redundacies over 10% FTE across Trsut	✓									
6. Curriculum												
	6.1	Approve trust-wide curriculum					✓					
	6.2	Agree equality information and objectives (public sector equality duty) statement and monitor delivery	✓				✓					
	6.3	Ensure provision of religious education					✓					✓
	6.4	Ensure delivery of collective worship					✓					✓
	6.5	Ensure compliance with SMSC requirements including the promotion of British values					✓					✓
7. Pupils and learning support												
	7.1	Ensure high standards of teaching and learning					✓					✓
	7.2	Set targets for pupil outcomes across trust	✓				✓					✓
	7.3	Agree school improvement strategies					✓					✓
	7.4	Determine use and monitor impact of pupil premium			✓						✓	✓
	7.5	Determine use and monitor impact of sports premium			✓						✓	✓
	7.6	Set the dates of school terms and holidays					✓					
	7.7	Set the times of school sessions					✓					
	7.8	Monitor attendance and persistent absence of pupils			✓		✓				✓	✓
	7.9	Ensure effective and compliant trust-wide SEND provision	✓				✓					
	7.10	Regularly monitor compliance with SEN code of practice	✓				✓					
	7.11	Monitor effectiveness of SEND provision at an academy level, ensuring compliance with relevant policies and statutory requirements					✓				✓	✓

7.12	Monitor progress and attainment for all vulnerable children					✓		✓			✓	✓
7.13	Monitor support for looked after and previously looked after children					✓		✓			✓	✓
7.14	Monitor pupil behaviour data across different pupil groups					✓		✓			✓	✓
7.15	Review headteacher decision to suspend/exclude pupils										✓	
7.16	Monitor rates of suspension and exclusion across the trust					✓		✓				
7.17	Ensure school food standards are met for pupils							✓				✓
7.18	Ensure free school meal provision is adequately implemented							✓				✓
7.19	Ensure the provision of universal infant free school meals							✓				✓
7.20	Deliver inclusive extra-curricular activities											✓
7.21	Monitor children's wellbeing and how this is actively supported					✓		✓			✓	✓
7.22	Monitor provision and outcomes for EAL pupils					✓		✓			✓	✓
7.23	Monitor safeguarding arrangements at academy level, ensuring compliance with relevant policies and statutory requirements.		✓					✓			✓	✓
	8. Parents and community											
8.1	Implement admissions appeal process										✓	✓
8.2	Review complaints at panel stage		✓								✓	
8.3	Monitor all complaints raised (inlcuding through external agencies e.g LA, DfE and Ofsted) across the trust		✓					✓				
8.4	Engage with key stakeholders at school level										✓	✓
8.5	Monitor Pupil and parents surveys		✓									
8.6	Undertake Pupil and parents surveys										✓	✓