

Scheme of Delegation

Item	Trust Board	Local Governing Board	Group Services	Head Teacher
Policy Setting	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving group policy. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving local Academy Policy. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing group policy. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing local Academy policy.
Business Planning and Budget Setting	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving the Budget for each Academy. ▪ Approving the Group Services Business Plan and Budget. ▪ Approving a consolidated budget for the Trust. ▪ Approving Group Business Planning and Budget Setting systems and procedures. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Reviewing and recommending the Academy's Budget to the Trust Board. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing Group Business Planning and Budget Setting systems and procedures for application across all Academies. ▪ Developing the Corporate Business Plan and Budget for the Trust. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing a budget for the Academy.
School Self Evaluation	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving SSE's (in Academies where this function has not been delegated). ▪ Reviewing SSE's (in Academies where this function has been delegated). ▪ Approving Group Self Evaluation systems and procedures. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving the SSE (where this has been delegated). ▪ Developing and reviewing the SSE and recommending it for approval to the Trust Board (where this function has not been delegated to the LGB). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing Group Self Evaluation systems and procedures for application across all Academies. ▪ Supporting LGBs and Head Teachers to develop robust and accurate SSEs. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing and producing the SSE and SIP within the local Academy.

School Improvement Planning	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving SIP's (in Academies where this function has not been delegated). ▪ Reviewing SIP's (in Academies where this function has been delegated). ▪ Approving Group School Improvement Planning systems and procedures. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Approving the SIP (where this has been delegated). ▪ Developing and reviewing the SIP and recommending it for approval to the Trust Board (where this function has not been delegated to the LGB). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Developing Group School Improvement Planning systems and procedures for application across all Academies. ▪ Supporting LGBs and Head Teachers to develop robust and accurate SIPs. 	
Performance & Financial Monitoring	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Monitoring the academic performance of each Academy at a summary level (more detailed for Academies graded as 3 or 4). ▪ Monitoring the performance of group services. ▪ Monitoring the financial performance of the group (I&E, Balance Sheet) 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Monitoring the academic performance of the Academy in detail across a range of key performance areas. ▪ Monitoring the financial performance of the Academy (I&E only). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Monitoring the academic performance of each Academy. ▪ Monitoring the performance of group services. ▪ Monitoring the financial performance of each Academy. ▪ Monitoring the financial performance of the group (I&E, Balance Sheet) 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Monitoring the academic performance of the Academy. ▪ Monitoring the academic performance of individual school directorates. ▪ Monitoring the financial performance of the Academy. ▪ Monitoring the financial performance of individual school directorates.
Pay and conditions of staff	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Pay and conditions relating to the Headteacher and Group Services positions. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Making recommendations to the Personnel Committee (via the Chair of the LGB) on the pay and conditions of all 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Making recommendations to the Personnel Committee on the pay and conditions of 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Making recommendations to the Personnel Committee on the pay and conditions of

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	<ul style="list-style-type: none"> ▪ Pay and conditions relating to the Head Teachers of each Academy. ▪ Pay and conditions of Senior Leadership Teams within each Academy. ▪ Pay and conditions of teaching and support staff within each Academy. <p>These responsibilities are devolved to the Personnel Committee.</p>	staff employed within the Academy.	those employed in Group Services roles.	all staff employed within the Academy.
Leadership structures	<p>Responsible for determining:</p> <ul style="list-style-type: none"> ▪ Group level leadership structures, including the Headteacher role. ▪ Senior Leadership Team / TLR structures in each Academy (in Academies where this function has not been delegated). <p>These responsibilities are devolved to the Personnel Committee.</p>	<p>Responsible for determining:</p> <ul style="list-style-type: none"> ▪ Senior Leadership Team / TLR structures in the Academy (in Academies where this has been delegated to the LGB). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Making recommendations to the Personnel Committee on changes to Group Services structures. 	<p>Responsible for determining:</p> <ul style="list-style-type: none"> ▪ Making recommendations to the Personnel Committee / LGB on Senior Leadership Team / TLR structures in the Academy.
Recruitment to structures	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Overseeing the recruitment of Headteacher and Senior Group level roles. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Overseeing the recruitment of Academy Head Teachers and Deputy Head Teachers (in 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Working with the Trust Board towards the recruitment of Senior Group level roles. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Working with the Local Governing Board towards the recruitment of Deputy Head Teacher roles (in Academies

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	<ul style="list-style-type: none"> ▪ Overseeing the recruitment of Academy Head Teachers and Deputy Head Teachers (in Academies where this function has not been delegated). ▪ Overseeing the recruitment of Assistant Head Teacher and TLR 1 roles (in Academies where this function has not been delegated). 	<p>Academies where this function has been delegated).</p> <ul style="list-style-type: none"> ▪ Overseeing the recruitment of Assistant Head Teacher and TLR 1 roles (in Academies where this function has been delegated). 	<ul style="list-style-type: none"> ▪ Working with the Trust Board towards the recruitment of Academy Head Teacher and Deputy Head Teacher roles (in Academies where this function has not been delegated). ▪ Working with the Trust Board towards the recruitment of Assistant Head Teacher and TLR 1 roles (in Academies where this function has not been delegated). ▪ Recruiting to any other group level roles that do not fit within the aforementioned criteria. 	<p>where this function has been delegated).</p> <ul style="list-style-type: none"> ▪ Working with the Trust Board towards the recruitment of Assistant Head Teacher and TLR 1 roles (in Academies where this function has been delegated). ▪ Recruiting to any other Academy roles that do not fit within the aforementioned criteria.
Appeals	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Convening and hearing appeals through the Appeals Committee relating to Trust level matters (as determined in the appeals policy and procedure). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Convening and hearing appeals through the Appeals Working Group relating to local Academy matters (as determined in the appeals policy and procedure). 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Representing the Trust at any Trust level appeal hearings. 	<p>Responsible for:</p> <ul style="list-style-type: none"> ▪ Representing the Local Academy at any Academy level appeal hearings.