	Α	В	B C D E F G		Н	l 1]]			
П		RUST - SCHEME OF DELEGATIO	N 2022-24		-	•	·			
\vdash										
2	Approved	d by the Trust Board 19 September	2023							
			MONITOR &							
3		REFERENCE	APPROVE	RECOMMEND	REPORT	REVIEW & RESPOND	NOTES/COMMENTARY			
4	1	STRATEGIC AND STRUCTURAL	1		I					
5		MAT Articles of Association	Members	Trust Board						
-		Appoint/remove the majority of trustees	Members	Trust Board		LCC: Loodorship				
7	1.3	MAT Scheme of Delegation	Trust Board	CEO		LGC; Leadership Group				
8		Approve new convertor or sponsored schools joining the MAT	Trust Board	CEO			Subject to satisfactory due diligence process			
9		MAT committees - constitution, delegations, terms of reference, membership, appointment of Chair	Trust Board	CEO; committees						
10	1.6	LGC terms of reference	Trust Board	CEO; LGC		LGC				
11	1.7	Intervention in the operation of a member School	Trust Board	CEO; A&R Committee; F&HR Committee	CEO	LGC	Including, but not limited to, governance (including removal of local governors); financial management; staff management;			
12		Appoint/remove Chair and/or Vice-Chair of MAT Board	Trust Board							
13	1.9	Appoint/Remove Chair and Vice-Chair of LGC	LGC				See also intervention provisions (1.7)			
14	1.10	Appoint/remove LGC Local Governors	Trust Board	LGC			See also intervention provisions (1.7)			
15	1.11	Appoint/remove Clerk to MAT Board and LGC	Trust Board	CEO; LGC						
16	1.12	Appoint Accounting Officer	Trust Board							
17	1.13	MAT Policy matrix	Trust Board	CEO		Leadership Group				
18	1.14	MAT Annual Governance Calendar	Trust Board	CEO		Leadership Group				
19	1.15	Appoint a company secretary	Trust Board	CEO						
20	1.16	Trust Website	CEO							
21		Trust policy: Admissions - policy, procedures, allocation of places, appeals	Trust Board	CEO		Leadership Group	Subject to Admission Code and any agreement with LA			
	1.18	Trust policy: Complaints policy and procedures	A&R Committee	CEO	CEO	Head where	See complaints policy			
22						applicable, Leadership Group				
-	1.19	Trust policy: Safeguarding	Trust Board	CEO; Heads		Leadership Group	2021-22 only, individual school policies approved by the			
							Trust Board; 2022-23 onwards, single trust policy with			
23							school-specific appendix			
-	1.20	Trust policy: SEND	Trust Board	CEO; Heads		Leadership Group	Individual school policies			
25		Business recovery plan	A&R Committee	CEO						
		Trust policy: directors' expenses	Trust Board	F&HR Committee			Where established			
		Approve the admission of a pupil as part of a	Headteacher				New exclusions statutory guidance requires approval by			
27		managed move from another school					the 'admissions authority'			
28	2	PERFORMANCE AND PLANNING	I=	lana.	1					
29	2.1	MAT multi-year/Strategic Plan	Trust Board	CEO	CEO		Incudes staff development			
\vdash		MAT Inset Days	Trust Board	CEO	CEO		Incudes staff development			
31		MAT Inset Days	Trust Board	Leadership Group						
32	2.4	School multi-year/Strategic Plan	Trust Board	LGC; Leadership Group	Head; Leadership Group		Incudes staff development			
33	2.5	School Annual Development Plan	LGC	Head; Leadership Group	Head; Leadership Group		Incudes staff development			
- 25			L	1	1	L.	1	l .		

	Α	B C D		E	F	G	Н	I	J	
\prod					MONITOR &					
3	2.6	REFERENCE	APPROVE	RECOMMEND	REPORT	REVIEW & RESPOND	NOTES/COMMENTARY		+	+— $'$
	2.6	School Standards and quality of education -	Trust Board	Quality of Education	LGC; Leadership		From autumn 2022	1		
34	2.7	targets/forecasts and review	Tours De and	Committee	Group	U 1.00	Charlet this also he Oeff as more than			
35	2.7	Identify level of support required by individual	Trust Board	Leadership Group	LGC; Leadership	Head; LGC	Should this also be QofE committee			ŀ
36	2	member academies		Group						+
		HR, EMPLOYMENT AND STAFF MANAGEMENT	EQUID Committee	CEO		Landauskin Cossus	Con MAT well as sentative			
37	3.1	HR, Employment and Staffing policies, procedures	F&HK Committee	CEO		Leadership Group	See MAT policy matrix			ŀ
-	3.2	and employee terms and conditions Annual Pay Award - teaching staff	Pay & Workforce	CEO		Leadership Group				_
	3.2	Annual Lay Award - teaching stair	Development	CLO		Leadership Group				ŀ
38			Committee							ŀ
	3.3	Annual Pay Award - support staff	Pay & Workforce	CEO		Leadership Group				+ + +
		,	Development							ŀ
39			Committee							
П	3.4	CEO Performance Review and Pay	F&HR Committee	Review Panel			Panel: two trustees who may be supported by an external			
40							advisor			!
	3.5	Headteacher Performance Reviews and Pay	F&HR Committee	Review Panel		F&HR Committee	Panel: LGC Chair + 1 trustee + CEO who may be supported			
41							by an external advisor	1		
П	3.6	Deputy Headteacher Performance Reviews and	F&HR Committee	Review Panel		F&HR Committee	Panel: LGC Chair + Headteacher + CEO who may be			
42		Pay					supported by an external advisor			l
-	3.7	Individual Performance Pay Awards	LGC Review Panel	Head		F&HR Committee;	Panel: minimum of two local governors			+
43	J.,	The state of the s	200 Neview Failer	l l l l l l l l l l l l l l l l l l l		CEO	and the focal governors			l
44	3.8	Staffing structure and complement - MAT	Trust Board	CEO						_
П	3.9					F&HR Committee,				
45		Staffing structure and complement - School	LGC	Head; CEO		Leadership Group				
						F&HR Committee,				
	3.10	Staffing restructure involving redundancy	Trust Board	CEO or LGC		Leadership Group				
47	3.11	Appointment - CEO/Headteacher	Trust Board	Selection Panel						!
48	2.42	Appointment - Deputy Headteacher	Trust Board	Selection Panel						
49	3.12	Appointment - School senior leadership posts (internal)	LGC	Head; CEO			See appointments protocol			ŀ
	3.13	Appointment - MAT staff	CEO	Selection Panel			See appointments protocol			
51		Appointment - School staff	Head	Screedion rune.			See appointments protocol			+
52		Dismissal - CEO/Headteacher	Trust Board	F&HR Committee			Subject to any relevant disciplinary process - see policy	1		+
П		Dismissal - Deputy Headteacher	Trust Board	F&HR Committee,			, , , , , , , , , , , , , , , , , , , ,			+
53				CEO, Head				<u> </u>		'
	3.16	Dismissal - School staff	Head				Subject to any relevant disciplinary process - see policy			
	3.17	Suspension of CEO/Headteacher and return after	Trust Board	F&HR Committee	F&HR Committee					
55		suspension						ļ		'
56	2.40	Suspension of Deputy Head	Trust Board	F&HR Committee	F&HR Committee			1		!
57	3.18	Suspension of School teaching and support staff	Head		F&HR Committee					
5/		Suspension of School teaching and support staff Health & Safety statutory duties, handbook,	riedu		I WHY COMMITTEE			+		+
58		policy	A&R Committee	CEO				1		
-	3.19	Return of teaching and support staff after	Head	F&HR Committee						+
59		suspension		F&HK Committee				1		
60	4	FINANCIAL MANAGEMENT AND CONTROLS					<u></u>			_
П	4.1	Financial regulations, procedures spending	F&HR Committee	CEO; CFO			See financial regulations document			
61		delegations								
	4.2	MAT and consolidated budgets - annual and multi-	Trust Board	F&HR Committee	F&HR Committee					
62		year								

		Α	В	С	D	E	F	G	Н	L	J
						MONITOR &					
3				APPROVE	RECOMMEND	REPORT	REVIEW & RESPOND	NOTES/COMMENTARY			
	4.3		School - annual budget and multi-year - build and	Trust Board	LGC	LGC; F&HR					
63	ــــ		monitor			Committee	1				
			MAT end of year accounts	F&HR Committee	CEO; CFO		1				
	4.5		MAT Interim year-end financial reports prior to	F&HR Committee	CEO; CFO						
65			audit								
	4.6		School Interim year-end financial reports prior to	50.110.0	050 050						
66	١.,		audit	F&HR Committee	CEO; CFO		LGC				
67 68			MAT annual report and accounts	Trust Board Trust Board	A&R Committee		F&HR Committee				
	4.8		Trustees' annual report to members MAT accounts return to ESFA	CEO	Chair of Trust						
69	4.9		Response to Auditors' management letter	CEO							
70	4.10		(internal and external)	Trust Board	A&R Committee		CEO				
_	4.10			Members	A&R Committee		F&HR Committee	Subject to relevant ESEA requirements			
Н	4.12		Appointment of auditors MAT Asset Management policy and plan	A&R Committee	CEO; CFO		i way committee	Subject to relevant ESFA requirements			
72	_				,		1				
73	4.13	3	School Asset Management policy and plan	LGC	Head		A&R Committee				
	4.14	4	MAT services to schools	Trust Board	CEO		Leadership Group				
	4.15		MAT charges to schools	Trust Board	CEO		Leadership Group				
П	4.16		Compensation payments	F&HR Committee;	CEO; LGC			Subject to any relevant monetary limits (see financial			
76			·	Trust Board	,			regulations document) and possible ESFA approval			
Ť	4.17	7		-		A&R Committee;		- , , , , , , , , , , , , , , , , , , ,			
77	-		Cyber security and IT provision	A&R Committee	CEO; central team	CEO					
78	5		SCHOOL-SPECIFIC POLICIES AND PROCEDURES			<u> </u>		<u> </u>			
79				Trust Board	CEO; LGC						
	5.2		Pupil Exclusion - permanent and fixed-term	Head	,		1	See statutory guidance			
	5.3		Appeal against permanent exclusion	LGC Panel with				Panel of three local governors; At least one panel member			
			,	independent				will be external to the School			
81				member							
	5.4		Review a fixed-term exclusion where the total	LGC Panel				Panel of three governors (or chair where the excluded			
			exceeds 15 days per term or 45 per year, or					pupil would miss a public examination)			
			where requested by parent, guardian or carer								
82							1				
			School website	Head							
	5.6		Change of school age range	Trust	LGC						
85			School uniform	LGC	Head						
	5.8		Changes to school PAN	Trust	LGC						
	5.9		Extension of school provision	Trust	LGC						
	5.10		Extended services on site	LGC	Head		 				
-	5.11		School policies	LGC; Head			Leadership Group				
90			NOTES TO THE SCHEME OF DELEGATION								
	6.1				f member, the Chair of	Trustees, in consultat	ion with the CEO, may,	on behalf of the Trust Board, take any action or decision			
91			that could legally be delegated to an individual, co	mmittee or panel							
_	6.2		Where a situation arises that is not provided for in	this Scheme of Delega	ition, the Chair in cons	ultation with the Vice	-Chair (where available)) and the CEO, will determine an appropriate course of			
	اٽ"		•	-				e Chair/CEO may contact ESFA, DfE, LA or relevant trade			
			body for advice or seek a legal opinion.	aa Baidaniec. / III 3dell	action will be reported	to the mast bodiu as	555 do practicable. Th	a silan, and may contact born, bit, bit of relevant trade			
92			and a second legal opinion.								
93											
94	ı										

	Α		В	С	D	E	F		G	Н	I	J
						MONITOR &						
3		REFERENCE		APPROVE	RECOMMEND	REPORT	REVIEW & RESPOND	NOTES/COMMENTARY				
95												