

# New Generation Schools Trust



		Delegation								
Area	Function	Members	Trust Board	Trust Finance Committee	Trust Education Committee	Chair of Trust	Academy Principal	Academy Council	Executive team	Education Advisor
People	Uphold the ethos, vision and strategy of the trust	✓	✓	✓	✓	✓	✓	✓		
	Members: Appoint/Remove	✓								
	Trustees: Appoint/Remove	✓								
	Role descriptions for members	✓								
	Role descriptions for trustees/Chair/specific roles/committee members: agree		✓							
	Parent trustee/ academy council member: elected		✓					A	✓	
	Committee (including school committee) Chairs: appoint and remove		✓							
	Academy council Chairs: appoint and remove		✓				A			
	Clerk to board: appoint and remove		✓							
	Clerk to school committees: appoint and remove		✓						✓	
	Articles of association: agree, review	✓	A			A				
	Governance structure (committees) for the trust: establish and review annually		✓			A				
	Terms of reference for trust committees (including audit if required, and scheme of delegation for school committees): agree and review annually		✓							

Systems and Structures	Quarterly reports and recommendations for Trust board meetings			✓	✓	✓				
	Terms of reference and handbook for academy council: agree and review annually		✓			A				
	Skills audit: complete and recruit to fill gaps		✓			<A>		✓		
	Annual self review of trust board performance: complete annually		✓							
	Chair's performance: carry out 360 review periodically		✓					✓		
	Trustee contribution: review annually		✓							
	Academy Council members' contribution: review annually					A>		✓		
	Succession: plan		✓			A				
	Annual schedule of business for trust board: agree		✓			A				
	Annual schedule of business for committees: agree		✓			A				
	Annual schedule of business for academy council: agree		✓			A				
Reporting	Trust governance details on trust and academies' websites: ensure		✓			A				
	Ensuring Academy website compliance to Trust Branding and statutory requirements including governance details website: ensure					A	✓	A		
	Ensuring Trust website compliance to Trust Branding and statutory requirements including governance details website: ensure		A			✓				
	Academy single central register and employment checks					A	✓			
	Register of all interests, business, pecuniary, loyalty for members/trustees/committee members: establish and publish		✓			A				
	Annual report on performance of the trust: submit to members and publish		✓			A				

	Annual report and accounts including accounting policies, signed statement on regularity, propriety and compliance, incorporating governance statement demonstrating value for money: submit		✓							
	Annual report on work of academy council: submit to trust and publish						A	✓		
Being strategic										
Strategic	Determine trust wide policies and their application and compliance which reflect the trust's ethos and values (facilitating discussions with unions where appropriate) including: admissions; charging and remissions; complaints; expenses; health and safety, premises management; data protection and FOI; staffing policies including capability, discipline, conduct and grievance: approve		✓				A			
	Determine school level policies and their application and compliance which reflect the school's ethos and values to include e.g.; SEND; safeguarding and child protection; curriculum; behaviour: approve							✓	A	
	Central spend / top slice: agree		✓				A			
	Management of risk: establish register, review and monitor		✓				A			
	Engagement with stakeholders	✓	✓				✓	✓	✓	
	Setting of Trust's vision, ethos and strategy, agreeing key priorities and key performance indicators (KPIs) including educational standards and targets against which progress towards achieving the vision can be measured: determine		✓					A		
	Implementing of Trusts vision and strategy within local schools, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine							A>	✓	A

Being str	Ensuring pupil targets are robust, aspirational and set in line with Trusts Vision		✓		A					
	Development of relationships with local stakeholders and partners and promoting the use of the school premises as a community resource						✓	A		
	Promoting parental engagement in the life of the school						✓	A		
	Asset and overall property management		✓	A		A				
	Ensuring good management and care of the local school premises						✓	A		
	Chief Executive Officer: Appoint and dismiss		✓							
	Academy Principals: Appoint and dismiss					✓		A		
	Education Advisor: Appoint and dismiss				A	✓				
	Executive team: Appoint and dismiss		A			✓				
	Academy Chaplain: appoint and dismiss					✓	A	A		
	Community Partnerships Manager: appoint and dismiss						✓	A		
	Non Senior Academy staff: Appoint and dismiss						✓	A		
	Budget plan to support delivery of trust key priorities: agree		✓			A				
	Budget plan to support delivery of school key priorities: agree						✓	A		
	Approve local fund raising for appropriate initiatives						A	✓		
	Trust's staffing structure: agree		✓			A				
Academies' staffing structure: agree					A>	✓	A			
Holding to account										
ount	Auditing and reporting arrangements for matters of compliance (e.g. safeguarding, H&S, employment): agree		✓			A				
	Reporting arrangements for progress on key priorities: agree		✓			A				

Holding to acc	Monitoring and measuring the impact of the educational vision, strategy, standards and ethos across trust schools		✓		A					
	Performance management of the Chief Executive Officer: undertake		✓							
	Lead, performance manage and develop the Executive team: undertake		A			✓				
	Performance manage and develop academy Principals: undertake		A			✓				
Ensuring financial probity										
Ensuring financial probity	Chief financial officer for delivery of trusts detailed accounting processes: appoint		✓			A				
	Trust's scheme of financial delegation: establish and review		✓			A				
	School's scheme of financial delegation: establish and review		✓			A				
	External auditors' report: receive and respond		✓			A				
	CEO pay award: agree		✓							
	Academy principal pay award: agree					✓				
	Staff appraisal procedure and pay progression: monitor and agree					✓				
	Benchmarking and trust wide value for money: ensure robustness		✓			A				
	Benchmarking and academy value for money: ensure robustness					A				
	Develop trust wide procurement strategies and efficiency savings programme						✓			