



Scheme of Governance Delegation

2026/27

A decision and delegation framework for Members, Trustees, executive leaders and Local Academy Committees

Document owner	Governance Professional / CEO	Approval body	Trust Board
Review cycle	Annual and following relevant change	Status	For CEO and Trustee approval
Effective from	2026/27 academic year	Constitutional basis	Current Articles of Association and Scheme of Delegation powers
Church academies	Article 102 approval requirements apply	Financial controls	Read with Finance Policy and committee Terms of Reference

Quick reference: who decides?

Use this page first. The detailed register later in the document gives the conditions, local assurance role and executive responsibility for each matter.

Question / matter	Decision or approval rests with	How local governance contributes
Trust vision, strategy and governance structure	Trust Board	LACs contribute local intelligence and assurance
Trust budget and three-year forecast	Trust Board	LACs are informed / consulted where specified
School improvement and educational performance	Trust Board oversight; CEO/Headteacher delivery	LAC scrutiny, challenge and local assurance
Safeguarding	Trust Board strategic accountability; CEO/Headteacher implementation	LAC local safeguarding assurance and escalation
Staff Code of Conduct / Staff Behaviour Policy	CEO	LAC receives local assurance; Headteacher implements
Governance Code of Conduct	Trust Board	Local Governors confirm acceptance
Admissions arrangements	Trust Board as admission authority	LAC consulted / supports local compliance where specified
Suspension or permanent exclusion	Headteacher decision; statutory governance panel where required	Panel members act only where appropriately constituted
Finance, audit and risk assurance	Trust Board, supported by Finance, Audit & Risk Committee	Local risk and financial assurance where delegated
Trust-wide HR policy framework	Trust Board, with executive delivery	LAC informed / consulted where specified
Data protection, cyber and information governance	Trust Board oversight; executive implementation	LAC local assurance where specified
Local stakeholder engagement and school-level assurance	Local Academy Committee within delegated remit	LAC reports and escalates to Trust Board

Part 1 - How delegation works at i2e

1.1 Core principle

The Trust Board is the legal governing body of the academy trust and retains ultimate accountability. It may delegate governance functions and decision-making to committees, Local Academy Committees and the executive in accordance with the Articles of Association and this Scheme.

1.2 Properly delegated decisions

A decision properly made under delegated authority does not require later Trust Board ratification unless this Scheme expressly says that it does. The Board may vary or revoke delegation in writing.

1.3 Executive delivery

Where responsibility sits with the CEO, delivery may be delegated to central Trust staff or Headteachers/Heads of School as appropriate, with reporting through the CEO.

1.4 Local Academy Committees

The principal role of the LAC is local assurance, scrutiny, challenge, stakeholder engagement and provision of local intelligence. An LAC has decision-making authority only where this Scheme expressly delegates it.

1.5 Church academies

For any Church Academy, the Scheme of Delegation is subject to the approval requirements in Article 102. Local governance arrangements must also comply with the diocesan appointment and undertaking provisions in the Articles.

1.6 Relationship with other documents

This Scheme should be read with the Articles of Association, committee and LAC Terms of Reference, the Trust policy approval schedule, the Finance Policy and relevant statutory or DfE requirements.

Governance roles at a glance

Body / role	Primary function in this Scheme
Members	Exercise the constitutional powers reserved to Members under the Articles; appoint/remove Trustees as provided; appoint external auditors; receive the annual accounts; hold the Trust Board to account for effective governance.
Trust Board	Sets strategy, retains ultimate legal accountability, determines delegation, approves reserved matters and receives assurance from committees, LACs and the executive.
CEO / Accounting Officer	Leads the Trust, implements strategy and exercises executive authority delegated by the Board; accountable for operational delivery and Accounting Officer responsibilities.
CFO	Leads detailed financial management, controls and reporting within delegated authority and supports the CEO and Finance, Audit & Risk Committee.
Trust Board committees	Undertake delegated scrutiny, assurance and decisions within their Terms of Reference; the Board retains ultimate accountability.
Local Academy Committee	Provides local scrutiny, challenge, stakeholder voice and assurance; makes decisions only where expressly delegated.
Headteacher / Head of School	Leads and manages the school operationally and implements Trust policy and delegated responsibilities at school level.
Governance Professional	Supports lawful, effective and transparent governance; administers governance processes and records as delegated.

Part 2 - Matters reserved to the Trust Board or Members

This section is a quick summary. The detailed register in Part 3 remains the authoritative statement of the delegation and any conditions attached to it.

- **Members under the Articles:** Appointment/removal powers and constitutional decisions reserved to Members, appointment of external auditors, receipt of annual accounts and other Member functions under the Articles.
- **Trust strategy and vision:** Approval of Trust vision, strategic objectives and the overarching governance framework.
- **Governance structure:** Approval and review of this Scheme, Trust Board committee Terms of Reference, LAC Terms of Reference and the Governance Code of Conduct.
- **CEO and CFO:** Appointment of the CEO/Accounting Officer and CFO in accordance with the Articles and current requirements.
- **Educational accountability:** Ultimate accountability for educational performance, curriculum compliance, safeguarding, SEND/disadvantage oversight and response to inspection findings.
- **Finance:** Approval of the Trust budget and three-year forecast, financial control framework, investment policy and overall financial oversight.
- **Audit and risk:** Ultimate oversight of risk, with the Finance, Audit & Risk Committee overseeing internal scrutiny and assurance under its Terms of Reference.

- **Admissions:** Admission arrangements and admission-authority responsibilities, subject to any lawful delegation of application decisions.
- **Policies:** Approval of policies reserved by law, the Articles, Funding Agreements, the Academy Trust Handbook or specific Board decision.
- **Intervention and delegation:** Decision to create, vary or revoke delegated governance arrangements, including enhanced intervention arrangements such as a Progress Board.

Part 3 - Decision and delegation register

The register uses plain-English statements of decision-making authority, local governance contribution and executive delivery. “Local assurance” does not transfer the Trust Board’s legal accountability to the LAC

Strategy, Leadership and Governance

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL1	Set vision of the trust	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed LAC & leadership consulted on overall trust vision and objectives. Expectation of high degree of congruence.
SL2	Set vision and strategic objectives of the schools	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Trust Board retains ultimate accountability for Trust and academy performance. The LAC monitors, challenges and provides local assurance; the Headteacher is responsible for school-level delivery.
SL3	Ensure that the vision, strategic objectives and culture of the Trust and its schools reflect and promote their Christian foundation, in line with the Trust’s ethos statement and diocesan agreements.	Trust Board	Consulted / local assurance as applicable	CEO: responsible for delivery; CFO: consulted; Headteacher: consulted
SL4	Oversee implementation of the strategic objectives of the trust	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL5	Oversee implementation of the School Development Plan of the schools	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Headteacher is responsible for implementation of the School Development Plan. The LAC provides local oversight and assurance; the Trust Board retains ultimate accountability.
SL6	Compliance: Funding Agreement – comply with all obligations including the Academy Trust Handbook	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed Compliance with the Funding Agreement and Academy Trust Handbook is a Trust Board responsibility, discharged through the Accounting Officer and executive team.
SL7	Compliance: Trust: comply with all regulations which affect the trust (including charity law, company law, employment law, prevent duty, Equality, Diversity, Inclusion and belonging, sustainability and climate change.	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery The Trust Board retains accountability for legal and regulatory compliance. Local committees seek assurance at school level and escalate concerns.
SL8	Compliance: Uphold the Christian foundation of the Trust and its schools, ensuring adherence to the supplemental funding agreement, diocesan memoranda of understanding, and SIAMS expectations.	Trust Board	Decision / responsibility only where expressly delegated	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL9	Compliance: Financial Oversight – ensuring that there are appropriate financial controls so that there is regularity, probity and value for money in relation to the management of public funds	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery The Trust Board is ultimately responsible for the Trust's funds and financial oversight. The CEO is Accounting Officer; the CFO is responsible for detailed financial management and procedures.
SL10	Compliance – completing the register of business interests and putting in place a procedure to deal with any conflicts of interest and connected party transactions	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: informed; Headteacher: responsible for school-level delivery The Trust must maintain an up-to-date register of relevant business and financial interests covering, as a minimum, members, trustees, local governors and senior employees. Administrative responsibility may be delegated.
SL11	Appointment and dismissal of Trustees – ensuring processes are in place for appointment of Trustees (including ensuring that the Trustees have the skills to run the Trust)	Members / Trust Board, strictly under the Articles	No routine delegated role	CEO: informed; CFO: informed Appointments and removals of trustees must be made by the Members and/or Trust Board strictly in accordance with the Articles of Association and any foundation/diocesan appointment rights.
SL12	Appointment of LAC Governors follows the trust terms of reference for LAC.	Trust Board	Consulted / local assurance as applicable	CEO: responsible for delivery; Headteacher: informed The Trust Board determines the constitution, appointment and removal arrangements for LAC governors through the Articles and LAC Terms of Reference.
SL13	Appointment of Chairs and Vice-Chairs of LAC's	Trust Board	Decision / responsibility only where expressly delegated	CEO: consulted; Headteacher: informed Schools which are designated as 'in need of attention' or 'in need of urgent improvement', the Chair and Vice-Chair will be appointed by Trustees.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL14	Appointment of governance professional to Trust Board and governance support to LACs	Trust Board	Decision / responsibility only where expressly delegated	CEO: responsible for delivery; CFO: consulted The Trust Board must appoint a governance professional who is not a trustee, principal or CEO. Governance support for LACs may be arranged separately under delegation.
SL15	To consider whether or not to exercise delegation of functions to individuals/committee (such as LAC)	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted The Trust Board may delegate, vary or revoke functions in writing in accordance with Articles 105-106. Any delegation affecting a Church Academy must also comply with Article 102 and any other applicable diocesan/site trustee consent requirements.
SL16	Appointment of the Accounting Officer	Trust Board	No routine delegated role	See notes / relevant policy
SL17	Appointment of trust external auditors	Members	No routine delegated role	CEO: consulted; CFO: consulted
SL18	Appointment of trust internal auditors	Finance, Audit & Risk Committee / Trust Board framework	No routine delegated role	CEO: consulted; CFO: consulted The Finance, Audit and Risk Committee oversees and approves the programme of internal scrutiny and agrees who will perform it. The executive assists with procurement and information but does not control the independent assurance function.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL19	Policies – review and approval of trust wide policies (refer to policy review schedule)	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed Policy approval follows the Trust Policy Approval Schedule. The Board reserves approval where required by law, the Articles, Funding Agreements, the Academy Trust Handbook or Board decision; other policies/statements may be approved under express delegation.
SL20	Policies – review and approval of school level policies (refer to policy review schedule).	Headteacher	Consulted / local assurance as applicable	CEO: consulted; CFO: consulted; Headteacher: responsible for school-level delivery School-level policy approval follows the Trust Policy Approval Schedule and any statutory/proprietor requirement. LAC approval applies only where expressly delegated.
SL21	Prepare and agree terms of reference for Trust Board committees	Trust Board	No routine delegated role	CEO: consulted; CFO: consulted
SL22	Prepare and agree terms of reference for LACs	Trust Board	Informed	CEO: consulted; CFO: consulted; Headteacher: informed The Trust Board sets and approves LAC Terms of Reference because they define the powers and functions delegated to the local tier. For Church Academies, local governance arrangements must also comply with the diocesan appointment, undertaking and approval requirements in the Articles.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL23	Performance of Trust Board	Trust Board	No routine delegated role	CEO: consulted; CFO: consulted Trustees are responsible for reviewing their own governance effectiveness. Members retain their constitutional role and powers where governance is failing.
SL24	Performance of Trust Board committees (including LAC)	Trust Board	Informed	CEO: consulted; CFO: consulted
SL25	To appoint the IEB (Interim Executive Board) and disband any ineffective LGB	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: informed
SL26	Training programme for Trustees and Local Governors	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery Minimum training requirements as directed by the Trust available on National College
SL27	Legal claims – with potential impact on Trust or school reputation	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: informed
SL28	Manage and mitigate all risk at both Trust and LAC level	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery Overall responsibility for risk management, including ultimate oversight of the risk register, remains with the Trust Board. LACs provide local risk assurance and escalate concerns.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
SL29	Governance Code of Conduct for Members, Trustees and Local Governors – approval and review	Trust Board	Informed	CEO: consulted; CFO: informed; Headteacher: informed The Trust Board approves and maintains the governance Code of Conduct. Trustees and Local Governors are required to confirm acceptance of the Code in accordance with Trust arrangements. Members are expected to confirm their commitment to the standards applicable to their constitutional role. The CEO/Governance Professional administers the process and maintains records of acceptance.
SL30	To consider requests from other schools to join the trust	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: consulted
SL31	Whistleblowing - establish and maintain Trust procedures for raising concerns	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: informed The Trust Board agrees and maintains the whistleblowing procedure, ensures it is published and staff are aware of it, and seeks assurance that concerns are handled properly and fairly.
SL32	Sustainability leadership and climate action planning	Trust Board	Consulted / local assurance as applicable	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Trust maintains appropriate sustainability leadership and climate action planning in line with current DfE guidance.

Education and School Effectiveness

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
EC1	To complete Individual school development plan in line with strategic aims of the Trust	Headteacher	Local assurance, scrutiny and escalation	CEO: consulted; CFO: informed; Headteacher: responsible for school-level delivery Headteacher prepares and implements the school development plan; LAC monitors and provides assurance against Trust strategic priorities.
EC2	Key performance indicators – setting and reviewing performance of the Trust and schools (in relation to academic standards, finance and other matters)	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery Trust Board accountable for educational performance; CEO/Headteacher responsible for delivery; LAC monitors, challenges and provides local assurance.
EC3	Assuring Quality of Teaching – ensuring appropriate levels of support, challenge and intervention to support delivery of education outcomes	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery Trust Board retains accountability for educational quality and performance. LAC provides local monitoring and challenge.
EC4	School Improvement – setting targets and implementing support	Trust Board	Consulted / local assurance as applicable	CEO: responsible for delivery; CFO: consulted; Headteacher: consulted
EC5	Curriculum – setting the curriculum for the school and reviewing its effectiveness	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Trust Board is accountable for ensuring a compliant and effective curriculum; Headteacher is responsible for school-level implementation; LAC monitors implementation and impact.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
EC6	Professional development strategy and delivery	Headteacher	Informed	CEO: leads and is accountable within delegated authority; CFO: consulted; Headteacher: leads and is accountable for school-level delivery within delegation
EC7	Pupil premium /SEND– reviewing and challenging the value for money of the pupil premium/SEND grant in terms of educational outcomes and narrowing the achievement gap	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery Trust Board retains accountability for statutory compliance and effective use of Pupil Premium and SEND funding. LAC monitors, challenges and provides local assurance.
EC8	Set admissions policy	Trust Board	Consulted / local assurance as applicable	LAC may provide local assurance on school-level implementation and escalate concerns; the Trust remains the admission authority and retains responsibility for compliance.
EC9	Admissions application decisions	Trust / delegated admissions decision-maker	Decision / responsibility only where expressly delegated	CEO: responsible for delivery; Headteacher: consulted The Trust is the admission authority. Application decisions may be delegated in accordance with the admissions policy and Scheme of Delegation. Statutory admission appeals are determined by an independent appeal panel and are not decided by trustees, the CEO or LAC.
EC10	Collective worship arrangements for school, without religious character	Headteacher	Informed	Headteacher: leads and is accountable for school-level delivery within delegation Apply only where relevant to an academy without a religious designation. For designated schools, collective worship and religious education arrangements must follow the relevant funding agreement, designation and diocesan requirements.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
EC11	Promote, protect and develop the school's Christian distinctiveness through collective worship, RE, curriculum design, and wider school culture, in line with the Trust's Christian ethos and diocesan expectations.	Trust Board	Decision / responsibility only where expressly delegated	CEO: responsible for delivery; Headteacher: responsible for school-level delivery
EC12	Pupil attendance, behaviour and disciplinary matters (excluding statutory suspension/permanent exclusion reviews)	Headteacher	Local assurance, scrutiny and escalation	CEO: consulted; Headteacher: responsible for school-level delivery Routine attendance and behaviour are operational matters. The LAC may monitor and seek assurance under the Scheme of Delegation.
EC13	Term dates and length of school day	Trust Board	Informed	CEO: responsible for delivery; Headteacher: informed
EC14	School hours – setting the opening and closing times of the school	Trust Board	Informed	CEO: responsible for delivery; Headteacher: consulted
EC15	School food – ensuring provision meets applicable school food standards and Trust requirements	CEO	Local assurance, scrutiny and escalation	CEO responsible for Trust-level assurance; Headteacher responsible for school-level implementation. Appropriate assurance may be obtained centrally from the catering provider. The LAC may seek local assurance and escalate concerns but is not responsible for inspecting or approving menus or food provision.
EC16	Provision of free school meals to pupils who meet the applicable eligibility criteria	CEO / delegated executive authority	Local assurance as applicable	CEO responsible for Trust-level arrangements; Headteacher responsible for school-level implementation within Trust procedures. The LAC may seek assurance regarding effective local implementation and escalate any material concerns.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
EC17	Post-Ofsted inspection action plan	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Trust Board retains accountability for responding to inspection findings; CEO and Headteacher are responsible for implementation; LAC monitors progress and provides assurance.
EC18	Share pupil progress and other required data with the Trust Board/CEO at the times they specify	Trust Board	Decision / responsibility only where expressly delegated	CEO: responsible for delivery; CFO: informed; Headteacher: responsible for school-level delivery
EC19	Ensuring the well-being of all pupils including developing and implementing a pupil well-being strategy	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery Trust Board retains accountability for pupil welfare; CEO/Headteacher are responsible for implementation; LAC provides local assurance.
EC20	Directing pupils off-site to receive education intended to improve behaviour	Trust Board; operational power may be delegated	Informed	CEO: responsible for delivery; Headteacher: responsible for school-level delivery The Trust Board is responsible in law for arrangements for off-site direction. Operational exercise of the power may be delegated to Headteachers, subject to current legislation, statutory guidance and Trust policy.
EC21	Suspensions and permanent exclusions - governance consideration/reinstatement decisions	Statutory governance panel (where required)	Panel role only where policy/statutory process provides	CEO: consulted; Headteacher: responsible for school-level delivery Headteachers make suspension/permanent exclusion decisions. The Trust Board delegates statutory governance consideration and reinstatement decisions to an appropriately constituted committee/panel in accordance with current statutory guidance. Where an urgent public examination or National Curriculum test case arises, a smaller committee may be used only where permitted by the Trust's Articles and the statutory guidance.

People and Human Resources

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
HR1	Appointment – CEO	Trust Board	Informed	Headteacher: informed
HR2	Appointment – CFO	Trust Board	Informed	CEO: responsible for delivery; Headteacher: informed The Trust Board appoints the CFO. The CEO may lead or support recruitment, but the appointment decision remains with the Board.
HR3	Appointment – HT / Head of School (HoS)	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: consulted Subject to approval by CEO the Chair of Governors to be invited to join the interview panel.
HR4	Appointment – DHT and AHT	CEO / Headteacher	Informed	CEO: leads and is accountable within delegated authority; CFO: informed; Headteacher: leads and is accountable for school-level delivery within delegation Subject to approval by CEO the Chair of Governors to be invited to join the interview panel
HR5	Appointment – Central Trust Staff below CEO/CFO	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: responsible for delivery; Headteacher: informed

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
HR7	Establishing trust wide HR policies – including recruitment, pay policy, capability, grievance and absence policies and all in accordance with all appropriate regulations	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: informed
HR6	Appointment – school staff	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Subject to approval by CEO&CFO as to financial sustainability for post advertised
HR7A	Staff Code of Conduct / Staff Behaviour Policy – approval, review and implementation	CEO	Consulted / local assurance as applicable	CEO: leads and is accountable within delegated authority; CFO: consulted; Headteacher: responsible for school-level delivery CEO approves the Trust-wide Staff Code of Conduct / Staff Behaviour Policy. The Trust Board retains strategic safeguarding oversight under HR20; Headteachers are responsible for implementation at school level.
HR8	Performance management - CEO	Trust Board	No routine delegated role	CEO: informed Refer to Appraisal Policy & Pay Policy. Pay awards considered by Trustees' Pay Committee.
HR9	Performance management – HT/HoS	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: consulted; Headteacher: informed Refer to Appraisal Policy

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
HR10	Performance management – Trust Central Staff	CEO	No routine delegated role	CEO: leads and is accountable within delegated authority; CFO: responsible for delivery CEO accountable for performance management of central staff, with relevant line managers responsible. The CFO may lead for staff within the finance function where delegated.
HR11	Performance management – School Staff	Headteacher	Informed	CEO: consulted; CFO: consulted; Headteacher: leads and is accountable for school-level delivery within delegation Refer to Appraisal Policy
HR12	Dismissal – CEO	Trust Board	Informed	CEO: informed; CFO: informed; Headteacher: informed In accordance with Trust Disciplinary and Capability policies
HR13	Dismissal – HT/HoS	Trust Board	Consulted / local assurance as applicable	CEO: consulted; CFO: informed; Headteacher: informed In accordance with Trust Disciplinary and Capability policies
HR14	Dismissal – Trust Central Staff	Trust Board	No routine delegated role	CEO: consulted In accordance with Trust Disciplinary and Capability policies
HR15	Dismissal – School Staff	Headteacher	Informed	CEO: consulted; CFO: informed; Headteacher: leads and is accountable for school-level delivery within delegation Dismissal decisions must follow the Trust Disciplinary/Capability policies. Routine school staff dismissal should normally be taken by the Headteacher/CEO or an appropriately constituted panel as the policy provides; governors participate only where expressly required.

Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
HR16	Reviewing Disciplinary and Grievance policy	Trust Board	Informed	CEO: responsible for delivery; Headteacher: informed
HR17	Review Central Trust Team structure	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: consulted
HR18	Organisation restructure – central trust team	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: consulted Board ratification required. CEO notification before process begins, HR advice involved.
HR19	Organisation restructure	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: informed Board ratification required. CEO notification before process begins, HR advice involved.
HR20	Safeguarding	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery The Trust Board retains ultimate accountability for safeguarding. The LAC provides local safeguarding assurance and escalates concerns; the Headteacher is responsible for school-level implementation.
HR21	Ensuring the well-being of all staff including developing and implementing a staff well-being strategy	Trust Board	Informed	CEO: responsible for delivery; CFO: consulted; Headteacher: responsible for school-level delivery

Operations, Estates and Compliance

Fgv Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
OP1	Central services – determining and allocating central services provided to the schools by the trust	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: responsible for delivery; Headteacher: consulted Annual requirement
OP2	Central services – overseeing the effectiveness of the central services provided to the schools by the trust	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: consulted Annual requirement
OP3	Developing a school buildings and facilities estate long term strategy	Trust Board	Consulted / local assurance as applicable	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: consulted
OP4	Maintaining buildings and developing properly funded maintenance plans	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Trust Board accountable for strategic estate safety and maintenance oversight; CEO responsible for delivery, supported by CFO/estates lead and Headteachers within delegated responsibilities.
OP5	Media and PR – overseeing a marketing strategy across the Trust	CEO	Informed	CEO: leads and is accountable within delegated authority; CFO: responsible for delivery; Headteacher: responsible for school-level delivery

Fgv Ref	Matter	Decision / approval	LAC role	Executive delivery / conditions
OP6	Comply with data protection and information governance legislation and good practice	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Includes UK GDPR, Data Protection Act 2018 and Data (Use and Access) Act 2025. The DPO advises and monitors; LAC provides local assurance rather than legal accountability.
OP7	Ensure health and safety regulations and premises security and management are followed	Trust Board	Local assurance, scrutiny and escalation	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery The Trust Board retains ultimate responsibility for health and safety and estate safety. Executive leaders implement controls; LAC provides local assurance and escalation.
OP8	Digital technology and cyber security - ensure appropriate governance, risk management, infrastructure, security and compliance with current DfE digital and technology standards	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Trust Board oversees digital technology and cyber risk. Delivery should reflect current DfE digital and technology standards and cross-refer to the ICT/Cyber Security Policy and Cyber Security Recovery Plan.

Part 4 - Financial governance and delegation

This section states who approves, oversees or delivers the financial matters contained in the current Scheme. Detailed financial thresholds and procedures should be read from the Trust's Finance Policy and any separate financial decision levels approved by the Board.

Ref	Financial matter	Decision / approval	LAC role	Executive delivery / conditions
F1	Funding model – agreeing a funding model across the trust and develop an individual funding model for each school so as to secure the trust's financial health in the short, medium and long term (top slice)	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed Refer to Central Funding and Services Policy
F2	Central trust annual budget – formulating and setting including 3-year forecast	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery Finance, Audit and Risk Committee scrutinises and recommends; Trust Board approves the Trust budget and 3-year forecast.
F3	Central trust annual budget – ensuring delivery of agreed budget	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery Finance, Audit and Risk Committee reviews financial performance at least termly and reports assurance to the Trust Board.
F4	School annual budget – formulating and setting including 3- year forecast	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Trust Board approves school budgets within the overall Trust budget. CEO/CFO lead formulation and oversight; Headteacher provides school input; LAC is informed as determined by the Board.

Ref	Financial matter	Decision / approval	LAC role	Executive delivery / conditions
F5	Financial key performance indicators – setting and reporting	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed
F6	Financial policies – establishing policies and procedures to ensure compliance with the trust's financial reporting requirements	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed Trust Board is accountable for the financial control framework; CFO is responsible for detailed financial procedures; CEO provides Accounting Officer oversight.
F7	Establish financial decisions levels and limits	Trust Board	Informed	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed
F8	Maintain proper financial records	Trust Board	Informed	CEO: Accounting Officer oversight; CFO: responsible for delivery; Headteacher: responsible for school-level delivery Trust Board ensures proper financial records and controls. CFO is responsible for maintaining detailed financial records, with CEO/Accounting Officer oversight.
F9	Statutory financial reporting – annual accounts	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery Members to receive signed annual accounts
F10	Statutory financial reporting – other including DfE requirements	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery
F11	Investments – agreeing the investment policy in line with the Academy Trust Handbook and any internal policies and controls	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery Investments are restricted to fixed term cash deposits only.

Ref	Financial matter	Decision / approval	LAC role	Executive delivery / conditions
F12	Procurement – agreeing the procurement policy to be used for all suppliers in line with the Academy Trust Handbook and other regulations as applicable	Trust Board	No routine delegated role	CEO: responsible for delivery; CFO: responsible for delivery; Headteacher: informed
F13	Lettings – setting school specific lettings policies in accordance with the Funding Agreement, Academy Trust Handbook and internal policies and controls	CFO / delegated executive authority	Consulted / local assurance as applicable	CEO: informed; CFO: leads and is accountable within delegated authority; Headteacher: consulted
F14	Collect income due to the school	CFO / Headteacher within delegated arrangements	Informed	CEO: informed; CFO: leads and is accountable within delegated authority; Headteacher: leads and is accountable for school-level delivery within delegation
F15	Establish and review SoD	Trust Board	No routine delegated role	CEO: consulted; CFO: consulted The Trust Board approves the financial and wider governance Scheme of Delegation. It is reviewed at least annually and following relevant management, organisational, legal or regulatory change.

Part 5 - Review, interpretation and escalation

- This Scheme is reviewed at least annually and following relevant management, organisational, legal or regulatory change.
- Where there is uncertainty about whether a matter has been delegated, the matter should be referred to the Governance Professional and CEO. If necessary, it should be referred to the Trust Board before a decision is taken.
- Where a policy, statutory process, Funding Agreement or the Articles prescribe a particular decision-maker or panel, that requirement takes precedence over a general delegation in this Scheme.
- The Trust Board may increase, reduce or withdraw delegation where necessary, including where a school requires additional support or where governance, safeguarding, educational, financial or operational concerns arise.