



Ashley Hill Multi Academy Trust Scheme of Delegation 2021 - 2022

Area	Decision	Members	Board of Directors	Board of Directors Responsible Officer(s)	CEO	Local GB
People	Members: Appoint/Remove	✓				
	Board of Directors: Appoint/Remove	✓	A			
	Role descriptions for members	✓				
	Role descriptions for Board of Directors /chair/ Board of Directors committees: agree		✓		A	
	LGB elected		✓			✓
	Board of Directors committee chairs: appoint and remove		✓	Director Finance Director HR Academic Officer School Improvement Officer Legal Counsel	A	
	Board of Directors committees: appoint and remove		✓		A	
	Clerk to academy/Board of Directors/LGB: appoint and remove		✓			
Systems and structures	Articles of association: review and agree	✓	A		A	
	Governance structure (committees) for the Trust: establish and review annually		✓		A	
	Terms of reference for Board of Director's Committees and scheme of delegation for LGB: agree annually		✓		A	
	Skills audit: complete and recruit to fill gaps		A		A	✓



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Systems and structures	Annual self-review of Board of Directors and committees: complete annually		✓			
	Annual self-review of LGB: complete annually					✓
	Chair's performance: carry out 360 review periodically		✓			✓
	Succession Planning: plan		✓		A	✓
	Annual schedule of business for Board of Directors: agree		✓		A	
	Annual schedule of business for LGB: agree				A	✓
Reporting	Publication on MAT and schools' websites all required details on governance arrangements and statutory requirements: ensure		✓		A	✓
	Annual report on performance of the MAT: 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		✓		A	
	Verbal LGB report to termly Directors meeting					✓
	Determine MAT wide policies which reflect the MAT's ethos and values (facilitating discussions with unions where appropriate) including: admissions; charging		✓	Admissions Officer Director Finance School	A	



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Being Strategic	and remissions; complaints; expenses; health and safety, premises management; data protection and FOI; staffing policies including capability, discipline, conduct and grievance: approve			Improvement Officer Legal Counsel		
	Implementation of policies		✓	School Improvement Officer	A	✓
	Central spend / top slice: agree		✓	Director Finance A	A	
	Management of risk: establish register, review and monitor		✓	Director Finance A	A	
	Engagement with stakeholders	✓	✓		✓	✓
	MAT's vision and strategy, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine		✓		A	
	Schools' vision and strategy, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured: determine		✓		A	✓
	Chief Executive Officer: appoint and dismiss		✓			



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Being Strategic						
	Head of School: appoint and dismiss		✓		✓	A
	Budget plan to support delivery of MAT's key priorities: agree		✓	Director Finance A	A	
	Budget plan to support delivery of school's key priorities: agree				✓	A
	MAT's staffing structure: agree		✓	Director Finance School Improvement Officer A	A	
	School's staffing structure: agree				✓	A
Holding to account	Auditing and reporting arrangements for matters of compliance (e.g. safeguarding, H&S, employment): agree		✓	School Improvement Officer Director HR	A	✓
	Reporting arrangements for progress on key priorities: agree		✓	A	A	✓



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	Performance management of the Chief Executive Officer: undertake		✓			
	Performance management of Head of School				✓	A
Ensuring financial probity	Appoint Chief financial officer for delivery of MAT's detailed accounting processes		✓	Director Finance A	A	
	MAT's scheme of financial delegation: establish and review		✓	Director Finance	A	
	School's scheme of financial delegation: establish and review			Director Finance	A	A
	External auditors' report: receive and respond		✓	Director Finance A	A	A
	CEO pay award: agree		✓			
	Head of School pay award: agree				✓	A
	Benchmarking and MAT wide value for money: ensure robustness		✓	Director Finance	A	
Ensuring financial probity	Benchmarking and school's value for money: ensure robustness		✓			✓



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	Develop MAT wide procurement strategies and efficiency savings programme		✓		✓	
	Review and approve MAT wide procurement strategies and efficiency savings programme		✓	Director Finance		

KEY A Provide advice and support to those accountable for decision making

LGB Local Governing Body