	CEO / Head										
							CFO / Head	_	_		
			Trust	Finance & Risk	Standards	Executive	of Finance	Lead	Local		
			Board	Committee	Committee	Headteacher	&	Governance	Governing		
	Task	Members	(BoT)	(FRC)	(SC)	/ CAO	Operations	Professional	Board (LGB)	Headteachers	Notes
1. T	RUST GOVERNANCE			,							
	Appoint/remove										
1.1	members	✓									
	Appoint/remove										
1.2	trustees	✓	✓								
	Appoint and remove										
	co-opted trustees		✓								
	Float chair/vice chair										
4.2	Elect chair/vice chair										
1.3	of trustees annually		✓								
	Appoint committee										
	chairs annually and										
	remove when										
1.4	necessary		✓								
	Determine powers of										
	chair of trustees in										
1.5	urgent situations		√								
1.5			<u> </u>								
	Establish and review										
	Trust governance										
1.6	structure		✓								
	Agree named										
1.7	safeguarding trustee		✓								
	Agree named careers										
	trustee (required in										
1.8	secondary schools)		✓								
	Appoint Trust										
	governance										
1.9	professional		✓								

			()	(55.6)	()		CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	T	T	T	ı		T	T	T		T	
	Undertake Trust										
	governance professional appraisal										
1.10	annually		✓				✓				
	Articles of association:										
1.11	review		✓								
	Articles of association:										
1.12	ratify changes	✓									
	Agree scheme of										
	delegation and complete annual										
1.13	review		✓								
	Agree committee										
	terms of reference										
	(including LGB committees) and										
	complete annual										
1.14	review		✓								
	Agree role description										
	for link governor										
1.15			✓								
	Agree Trust board and										
1.16	committee meeting dates and agendas		✓				✓	✓			
	Commission external										
	review of trust board										
	effectiveness every										
1.17	three years		✓					✓			
1 12	Complete annual Trust board self-evaluation		√								
1.10	board Self-evaluation		*								

	Task	Members	(PaT)	(FDC)	(5C)	Fyee /CAO	CFO /	LGP	LCB	Headteachers	Notes
	Task	iviembers	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Publish governance										
	arrangements on Trust										
1.19								✓			
	Ensure Trust and										
	school websites are compliant and										
1.20	effective							✓			
	Maintain compliance										
1 21	on GIAS and										
1.21	Companies House							√			
	Submit annual report										
	on the performance of										
1.22			✓								
4 22	Maintain register of							✓			
1.23	interests Maintain a							V			
	trustee/governor										
1.24								✓			
	Approve statutory										
1.25	<u> </u>		✓	✓	✓						
	Ensure there is a clear approach to trust-wide										
	policies and the										
	maintenance and										
4.00	adoption of these										
1.26						✓	✓	✓			
	Appoint/remove local										
1.27	governing board committee chairs								√		
1.2/	Committee Chairs								,		

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
									I		
	Appoint/remove local										
	governing board										
1.28	committee members								✓		
	Agree local governing										
4.20	board committee										
1.29	clerking arrangements							✓	✓		
	Appoint and dismiss										
1.30	1							✓	✓		
	Agree local governing										
	board meeting dates										
1.31	and agendas, ensuring trust-wide consistency							✓	✓	✓	
1.51									,		
	Complete periodic										
4 22	review of local										
1.32	governance Set clear expectations		✓					✓			\vdash
	on monitoring and										
1.33	visits to schools		✓					✓	✓		
	Ensure board reporting										
	channels are										
1.34			✓					✓			
	Agree remit and										
	constitution of any										
	working party established to support										
	Trust's strategic										
1.35	objectives		✓								
	SION AND STRATEGY										
	Determine Trust's										
	vision, strategy,										
	ethos/culture and key										
2.1	priorities		✓			✓					

			(5.5)	(77.0)	(2.5)	- /	CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
			Γ	T		1	1		T	1	ı
	Develop engagement channels with key										
	stakeholders in line										
2.2	with Trust vision and priorities					✓	√			✓	
2.3	Agree Trust growth strategy		✓			✓	√				
	Determine non-										
2.4	statutory trust-wide						 	✓			
2.4	policies Determine school level						•	V			
2.5						✓				✓	
	Deliver Trust development plan										
	Determine school improvement plans										
	Deliver school										
	improvement plans										
3. FIN	ANCE		1	,							
	Appoint and										
	performance manage chief financial officer										
3.1	(CFO)					✓					
	Produce Trust's										
	financial regulations to										
	further expand on		Turret								
	processes relating to delegated financial		Trust board to								
3.2	powers		approve				✓				
	•		Trust								
	Produce annual report		board to								
3.3	and accounts		approve				✓				

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Submit required										
	financial reports and										
3.4							✓				
	Agree budget plan to										
	support delivery of										
3.5	Trust strategic priorities		√			✓	✓				
3.5	Agree budget plan to		•								
	support delivery of										
	schools strategic										
3.6	priorities					✓	✓				
3.7	Monitor Trust budget		✓	✓			✓				
	Approve long term										
3.8	financial plans		✓								
	Develop and submit										
2.0	three-year budget forecast					✓	✓				
3.9	Carry out					•	•				
	benchmarking and										
	trust-wide value for										
3.10	money evaluation						✓				
	Agree reporting and										
	monitoring										
	arrangements for Trust										
3.11	and schools budgets		√	✓			✓				
			To be shared								
			with								
	Prepare management		chair of								
	accounts every month		trustees								
	setting out the Trusts		every								
	financial performance		month								
3.12	and position		when not				✓				

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
			circulated								
			to								
	A		trustees.								
	Approve expenditure/contracts										
	above a specified										
3.13	threshold		✓	✓		✓	✓				
	ERATIONS										
	Appoint and remove										
4.1	external auditors	✓									
	Receive external										
4.2	auditors' report	✓	✓								
	Ensure ATH										
	requirements relating										
	to the review of the external auditors'										
	effectiveness are			✓							
4.3	adhered to										
	Action										
4.4											
4.4						V	•				
	scrutiny ensuring the										
	effective use of										
4.5	to support the Trust		Truct	✓							
	Δgree risk										
4.6				✓		✓					
4.4	plans, findings and effectiveness are adhered to Action recommendations arising from internal audits Agree and deliver a programme of internal scrutiny ensuring the effective use of external third-parties		Trust board to approve	✓		✓ ✓	✓				

Task Members (BoT) (FRC) (SC) Exec / CAO HoF&O LGP LGB Headteachers Notes Oversee the risk register and undertake a full review at least								CFO /				
register and undertake a full review at least annually 4.7 annually 4.8 review of risk register 4.8 review of risk register 4.9 strategies 4.9 strategies 4.10 plans 4.10 plans 4.10 plans 4.10 plans 4.11 at school level 4.11 at school level 4.12 at school level 4.12 management documents, including estate vision, estate strategy and asset 4.12 management plan 4.13 management plan 4.14 management plan 4.15 management plan 4.15 management plan 4.16 management plan 4.17 management plan 4.18 management plan 4.19 management plan 5 management plan 5 management plan 6 management plan 7 management plan 8 management plan 8 management plan 8 management plan 9 mana		Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
register and undertake a full review at least 4.7 annually 4.8 anually 4.8 review of risk register 4.9 treview of risk register 4.9 strategies 4.9 strategies 4.10 label business continuity 4.10 plans 4.10 plans 4.10 plans 4.11 at school level 4.11 at school level 4.12 at school level 4.12 management documents, including estate vision, estate strategy and asset 4.12 management plan 4.13 management plan 4.14 management plan 4.15 management plan 4.15 management plan 4.16 management and management plan 4.17 management plan 4.18 management plan 5 management 4.19 management plan 5 management 6 management 8 management 9 manageme												
a full review at least 4.7 annually Undertake termiy 4.8 review of risk register Manage and report on risk mitigation 4.9 strategies Maintain Trust contingency and business continuity plans Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and												
4.7 annually 4.8 Undertake termly review of risk register Manage and report on risk mitigation 4.9 strategies Maintain Trust contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset strategy and asset to ensure they are as afe to ensure they												
Undertake termly review of risk register Manage and report on risk mitigation 4.9 strategies Maintain Trust contingency and business continuity 4.10 plans Monitor Monitor Monitor Implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset strategy and asset to ensure they are safe to and well-maintained Monitor School estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and	4.7											
4.8 review of risk register Manage and report on risk mitigation 4.9 strategies Maintain Trust contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures policy and procedures management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and	4.7	annually		V								
Manage and report on risk mitigation 4.9 strategies Maintain Trust contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset strategy and asset to ensure they are safe to ensure they are safe to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and		· ·										
4.9 strategies Maintain Trust contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures an asserting and social strategy and asset wision, estate strategy and asset to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and s	4.8	review of risk register			✓							
risk mitigation strategies Maintain Trust contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and		Manage and report on										
### Additional Provided Health and Service Maintain Trust Maintain Trust Contingency and business continuity A.10 plans V												
Contingency and business continuity 4.10 plans Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and	4.9	_						✓			✓	
business continuity plans Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and		Maintain Trust										
## Automation of Compliance With Compliance Wi												
Monitor implementation of, and compliance with, health and safety policy and procedures 4.11 Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and		=										
implementation of, and compliance with, health and safety policy and procedures at school level Agree premises management documents, including estate vision, estate strategy and asset management plan 4.12 management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and	4.10						✓					
and compliance with, health and safety policy and procedures 4.11 at school level Agree premises management documents, including estate vision, estate strategy and asset management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and												
health and safety policy and procedures at school level Agree premises management documents, including estate vision, estate strategy and asset management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and												
policy and procedures at school level Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and												
Agree premises management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and												
management documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and	4.11						✓			✓	✓	
documents, including estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and												
estate vision, estate strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and												
strategy and asset 4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and												
4.12 management plan Monitor school estates to ensure they are safe 4.13 and well-maintained Ensure that there is suitable expert support on health and												
Monitor school estates to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and	4.12			✓	✓							
to ensure they are safe and well-maintained Ensure that there is suitable expert support on health and												
4.13 and well-maintained Ensure that there is suitable expert support on health and												
Ensure that there is suitable expert support on health and	4.13	-					/					
suitable expert support on health and	7.13						-					
support on health and												
4.14 safety												
	4.14	safety					✓					

			()	()	(0.0)		CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	T	T		1			T			1	T
4.15	Secure suitable insurance (commercial and/or the risk protection arrangement (RPA)) for the Trust					√					
4.16	Develop a cyber security framework						√				
4.17	Agree on proportionate controls that address the risks of fraud, irregularity and theft through relevant policies and processes			✓		✓	✓				
4.18	Ensure there is adequate company secretarial support		√								
4.19	Appoint a data protection officer (DPO)					✓				✓	
4.20	` '					√	✓				
	Receive routine reports on the status of the SCR			✓							
5. WC	ORKFORCE					T				I	
5.1	Appoint, performance manager and dismiss Accounting Officer (CAO)		√								

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Appoint, performance					1			1	1	
	manager and dismiss										
5.2						✓					
	Appoint, performance										
	manager and dismiss										
5.3	_		✓			✓			✓		
	Appoint, performance										
	manager and dismiss										
	school level staff										
5.4	members					✓				✓	
	Appoint, performance										
	manager and dismiss										
	Executive										
5.7	Headteacher/ CEO		✓								
	Determine executive										
5.6						✓					
	Determine school level										
5.7	staffing structure								✓	✓	
	Determine central										
	team staffing structure					✓	✓				
	Agree Executive										
	Headteacher/CAO/CEO										
	pay and reward		✓								
	Agree executive team										
	pay and reward					✓					
	Agree central team										
	pay and reward					✓					
	Review and agree pay										
	and appraisal policy			✓							
	Implement exec										
	headteacher/CAO/CEO										
	capability and										
	disciplinary		✓								

	_	_					CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Implement executive										
	team capability and										
	disciplinary					√					
	Implement central										
	team capability and disciplinary					√					
	Implement school staff					•					
	capability and										
	disciplinary									✓	
	Review and approve										
	capability and										
	disciplinary policies			✓							
	Approval of exit										
	payments/early										
	retirement/pension										
	discretion (above a certain threshold)		√	✓							
	certain tinesnoiaj		•	,							
	Ensure appointment of										
5.8						✓				✓	
	Ensure appointment of										
5.9						✓				✓	
	Ensure there is										
	effective school										
	improvement capacity										
	within, or accessed by,										
5.10	the Trust					✓	✓				
	Monitor compliance										
	with safer recruitment										
5.11	requirements		✓			✓			✓	✓	
	Monitor staff										
	wellbeing and										
5.12	workload				✓				✓	✓	

							CFO /				T
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
						•					
	Monitor staff statutory										
	training (safeguarding, cyber security,										
	prevent, H&S etc) and										
5.13					✓	✓			✓	✓	
	RRICULUM				•				1		
6.1	• •					✓				✓	
	Agree and implement										
	school curriculum policies									✓	
	Agree equality									V	
	information and										
	objectives (public										
	sector equality duty)										
	statement and										
6.2	monitor delivery		✓			✓					
	Ensure provision of										
6.3	religious education					√				✓	
6.4	Ensure delivery of collective worship					✓				✓	
0.4	concerve worship					<u> </u>				,	
	Encura compliance										
	Ensure compliance with SMSC										
	requirements including										
	the promotion of										
6.5	British values				✓	✓				✓	
	Deliver provision of										
	statutory careers										
6.6	• • • • • • • • • • • • • • • • • • • •									✓	
	Monitor the										
6.7	inclusiveness of the								✓	√	
6.7		ODT							v		
7. PU	PILS AND LEARNING SUPP	OKI									

					41		CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Ensure high standards										
	of teaching and										
7.1	learning					✓				✓	
	Set targets for pupil										
	outcomes across Trust										
	and monitor in-year										
7.2	data termly									✓	
	Agree school										
	improvement										
7.3						✓				✓	
	Determine use and										
	monitor impact of										
7.4									✓	✓	
	Determine use and										
7 5	monitor impact of sports premium								✓	/	
7.5	Set the dates of school								V	V	
7.6	terms and holidays		√			✓					
7.0	Set the times of school		•			†					
7.7	sessions					✓					
	Monitor attendance										
	and persistent absence										
7.8					✓	✓			✓	✓	
	Monitor effectiveness										
	of SEND provision at										
	an school level,										
	ensuring compliance										
	with relevant policies										
	and statutory										
7.9	requirements					✓			✓	✓	
	Monitor progress and										
	attainment for all										
7.10	vulnerable children				✓	✓			✓	✓	

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Monitor support for										
	looked after and										
	previously looked after										
7.11	1 · ·				✓	✓			✓	✓	
	Determine and										
	implement behaviour										
	policy									✓	
	Monitor pupil										
	behaviour data across										
7.12	different pupil groups				✓	✓			✓	✓	
	Ensure careers										
	provider access across										
7.13						✓					
	Review Headteacher										
	decision to										
7.14	suspend/exclude pupils					/			✓		
7.14	Monitor rates of					<u> </u>			•		
	suspension and										
	exclusion across the										
7.15					✓						
	Ensure free school										
	meal provision is										
	adequately										
7.16	implemented								✓		
	Deliver inclusive extra-										
7.17	curricular activities									✓	
	Monitor children's										
	wellbeing and how this										
7.18	is actively supported				✓	✓			✓	✓	

							CFO /				
	Task	Members	(BoT)	(FRC)	(SC)	Exec / CAO	HoF&O	LGP	LGB	Headteachers	Notes
	Monitor provision and										
	outcomes for EAL										
7.19										✓	
	Monitor safeguarding										
	arrangements at										
	school level, ensuring										
	compliance with										
	relevant policies and										
	statutory										
	requirements.				✓	✓			✓	✓	
8. PA	RENTS AND COMMUNITY	1							1		
	Implement admissions										
8.1									✓	✓	
	Determine and										
	implement complaints										
	policy									✓	
	Review complaints at										
8.2	· · ·				✓				✓		
	Monitor all complaints										
	raised (including										
	through external										
	agencies e.g. LA, ESFA										
	and Ofsted) across the										
8.3	Trust				✓	✓					
	Develop and engage										
	with key stakeholders										
	at Trust level		✓			✓		✓			
	Develop and engage										
	with key stakeholders										
8.4	at school level				√	/			✓	✓	
0.4	at scribbi level				•	•			*	Y	