

Ebor Academy Trust Scheme of Delegation V14 Effective September 2025

This Scheme of Delegation has been developed to clarify strategic level accountabilities and responsibilities across the Trust. It takes into account the Funding Agreements, Corporate and Charity law, Academy Trust Handbook, CIPFA guidance, Academy Governance Code and Guide, Church School Oversight Agreement, the Church Supplemental Agreement, Articles of Association and other DfE guidance.

The separate Finance Scheme of Delegation sits alongside this to provide detail of delegated financial authorities around key controls. The Trust suite of policies detail how business is conducted. Policy approval delegation is detailed in the Policy Delegation List approved by the board.

The YDBE is the 'religious authority' for church academies in the Diocese of York with responsibilities for the promotion of Christian education and for church academies and academies as set out in the Diocesan Academisation Strategy. The YDBE has powers conferred upon it by the Diocesan Boards of Education Measure 2021.

Introduction

The Board of Trustees of Ebor Academy Trust has accountability for ensuring the Trust meets its charitable objectives and responsibility for setting the direction of the Trust, ensuring that it is solvent, compliant, and delivers the Trust's charitable objects for the benefit of the public. The 3 core purposes of governance for trust boards, as outlined in the academy trust governance guide (section 2) are: **strategic leadership, accountability and assurance, and strategic engagement.**

The Board, under the Trust's Articles of Association, may 'delegate such powers and functions as they consider are required by the Chief Executive Officer for the internal organisation, management and control of the Academies (including the implementation of all policies approved by the Trustees and for the direction of the teaching and curriculum at the Academies). This document reflects the delegations that have been made.

The levels of delegation are as follows:

- Board of Trustees
- Committees of Board of Trustees including Local Governing Body
- CEO/Exec team
- Headteachers

Where Trustees have delegated responsibility for areas they are accountable for, the scope of delegated responsibilities will be documented, along with reporting requirements and when Trustees may intervene. Whilst some delegated responsibilities may be further delegated, others, including those responsibilities of the Accounting Officer are for the CEO alone.

This document is intended to ensure a consistent approach across the Trust and demonstrate transparency. For a detailed description of committee functions, please refer to each committee's Terms of Reference. As far as possible, all academies will have the same levels of decision making, though supported academies will, in some instances, be required to 'defer to the CEO'.

Conflicts

In the event of any conflict between any provision of this Scheme of Delegation and the Articles, the Articles shall prevail.

Review

The Scheme of Delegation shall operate from the Effective Date. The Trustees will review this Scheme of Delegation at least on an annual basis and to alter any provision of it.

In considering any material changes to this Scheme of Delegation or any framework on which it is based, the Trustees will have regard to and give due consideration of any views of the Local Governing Bodies and the Diocese.

Summary of Roles A Multi Academy Trust has a structure which has evolved since 2010. At each layer of governance there are specific accountabilities and functions which combine to form the leadership of the Trust. This summary outlines the key differences in these roles					
Members	Trustees	Board Committees	CEO	LGBs - committees of the board	Headteachers
Guardians of the governance of the Trust Acting as ambassadors for the Trust Removing trustees Approve or remove external auditors and Hold Trustees to account for achieving the Trusts objectives, effective governance and working with the law	Responsible for the general control and management of the administration of the trust in accordance with the provisions set out in the memorandum and articles of association. Ensure clarity of vision, ethos and strategic direction and the Trust's vision resonates with the CE vision. Hold the executive to account for the educational performance of the schools and their pupils, and the performance management of staff Oversee the financial	The trustees may establish committees either with delegated authority to make decisions or for the purpose of providing advice and support, informing the overall work of the trust board. Delegations are managed via the committee terms of Reference. Committees are not	The CEO is the accounting officer and responsible for all areas that are encompassed in this role. They are personally responsible to Parliament and to ESFA for the Trusts Financial Resource. The CEO will delegate executive management functions to the executive management team and is accountable to the trust board for the performance	Oversight of running of the academies in terms of learning, standards, and wellbeing Holding local academy leadership to account for academic performance, community engagement, mental wellbeing and EYFS quality of care and	Provide professional leadership for the academy and secure its success and improvement Ensuring high quality education for all its pupils and good standards of learning and achievement Provide leadership and management of the academy and its staff Leads on Ebor Key Priorities

<p>Review and agree Articles of Association , name and location of the company or dissolve the company (with YDBE/DYET and site trustees written approval).</p> <p>Approves new academies joining the trust. CE academies require YDBE and site trustee consent</p> <p>Receive the annual accounts</p>	<p>performance of the trust and make sure its money is well spent Legally responsible for compliance with company and charity law The trust board will delegate to the chief executive responsibility for the day to day operations of the trust. The trustees can determine whether to delegate any governance functions</p>	<p>legally accountable for statutory functions – the trust board retains overall accountability and the Accounting Officer also holds responsibility</p>	<p>of the executive management team. Ultimate executive responsibility for delivering excellent educational provision and educational services Responsible for leading and development and delivery of the Trusts strategy Line managers CST Directors</p>	<p>provision</p>	<p>of community engagement, EYFS and mental wellbeing</p>
<p>MONITORS/ RECEIVES REPORTS FROM: Trustees</p>	<p>REPORTS TO: Members MONITORS/ RECEIVES REPORTS FROM: Committees/ CEO and LGBS</p>	<p>REPORTS TO: Trustees MONITORS/ RECEIVES REPORTS FROM: CEO, Exec team and LGBs</p>	<p>REPORTS TO: Trustees, board and Committees MONITORS/ RECEIVES REPORTS FROM: Executive Team and Headteachers</p>	<p>REPORTS TO: Trustees/ Committees MONITORS/ RECEIVES REPORTS FROM: Headteachers/staff</p>	<p>REPORTS TO: CEO and LGB MONITORS/ RECEIVES REPORTS FROM: Academy SLT</p>

The Scheme of Delegation sets out key activities of the Trust and the roles of key roles and groups

R	<p>Means Responsible. The individual that has been delegated responsibility to ensure an activity is undertaken within defined and agreed time, cost and quality constraints; reporting progress as required.</p> <p>In the case of the CEO, this reporting will be at board level. In the case of the Headteacher, this will be at Academy LGB level.</p>
A	<p>Means Accountable. The individual that has ultimate accountability for ensuring completion of a task and monitors completion</p>
S	<p>Means Support. The individual/group who should provide support to those responsible for the task, during the implementation of the task. The individual / group providing support should be ready to give valuable advice and input where applicable.</p>

C	Means the role may be consulted with
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1		Overarching Governance					
	Item	Trust Board	Board Committees	CEO / Exec	LGB committee	HT	Comments / Notes
1.1	Recommending amendment of Articles of Association	R					Members must approve and are accountable for the approval of Memorandum and Articles of Association. Consent of York Diocesan Board of Education (YDBE) required for amendments.

1		Overarching Governance					
Item	Trust Board	Board Committees	CEO / Exec	LGB committee	HT	Comments / Notes	
1.2	Call Members' Meetings	S				Extraordinary meetings may be called by trustees. The majority of Members meetings will be called by Members.	
1.3	Appoint/remove Trustee appointed Trustees	R				Accountability for appointment and consultation on appointment varies - Trustees co-opt 4 trustees, one appointed by diocese, one by foundation and 8 by Members -see articles/audited accounts and CSOA Inform YDBE/DYET of all appointments. For Member appointments see CSOA and articles	
1.4	Member Register of Interests are completed and keep under regular review		A			Delegated to Finance Director Governance Guide, parts 6.5 and 6.6; Academy Trust Handbook sections 5.45-5.48	
1.5	Appoint internal Auditors		A			External auditors are appointed by the Members. Academies Handbook and must be in writing. It is the audit and risk committee's responsibility, delegated to them by the trust board, to select and instruct the internal scrutineer(s)	
1.6	Receive Statutory Accounts	A	R			AO responsible for the annual report and accounts, statement of regularity, proprietary and compliance, incorporating governance statement demonstrating value for money which the Board approves and is submitted to Members and Companies House. Governance Guide, part 6.3; Academy Trust Handbook sections 4.1-4.4	
1.7	Complete / Review Trustee Board skills audit and training plan annually	A	R			YDBE guidance and training should be provided to those undertaking the role. Governance Guide, parts 4.8 and 4.9	
1.8	Appoint/Remove Chair/ Vice Chair of Trustees	A	R			Governance Guide, parts 4.4.1-4.4.3	

1		Overarching Governance					
Item	Trust Board	Board Committees	CEO / Exec	LGB committee	HT	Comments / Notes	
1.9	Appoint and remove Clerk to the Trustees	A				Governance Guide, part 4.5.1	
1.10	Appointment of CEO	A	R			Refer to -CSOA Pt 11 and Articles of Association 107. YDBE to be involved and consent to the appointment. Inform Members	
1.11	Appoint Headteachers and Executive HTs			A/R	C	CSOA Pt 11. YDBE to be involved and consent to the HT/EHT appointment process at church academies.	
1.12	Appoint and remove to specific trustee roles and Committee membership	A	R			Statutory Whistleblowing and Safeguarding trustee. Chairs of Committees and a committee or individual responsible for SEND	
1.13	Agree Scheme of Delegation and Committee Terms of reference (TOR) and review annually	A	R			Governance Guide, part 4.1; Academy Trust Handbook, section 3.6. Amendment to SOD requires the involvement and consent of the YDBE (see above).	
1.14	Approve Board of Trustees Annual Schedule of Business	A	R				
1.15	Approve Policy Delegation list	A	R				
1.16	Engagement with stakeholders	A		R	R		

Overarching Governance (LGB Matters)

Item		Trust Board		Board Committees	CEO / AO	LGB		Head Teachers	Comments
1.17	Determine the principles of LGB composition	A	R		S			S	For church academies, the composition of the LGB will be formally agreed with the YDBE. Foundation Governors for RWPA will be agreed with WCHT
1.18	Appoint Chair/ Vice Chair of LGB					A	R		
1.19	Allocate governor specific roles					A	R		
1.20	Complete and maintain LGB register of interests					A	R	S	
1.21	Review of LGB Effectiveness						R		
1.22	Complete LGB Skills Audit						R		
1.23	Ensure effectiveness of leadership and management in individual academies				R		C		LGB Chair to support the exec team with Performance Management of the Headteacher. HT and SLT PM to PPP comm. The YDBE recommends involvement of DYET foundation local governor in the performance management of, Executive Headteacher and Headteacher of a CE academy.
1.24	Hold leaders to account for- the quality of teaching, learning and assessment, personal development	A		R	R		R		Standards Committee holds executives to account. Executive and LGB hold HT's to account.
1.25	Appoint trust governors to LGB				R				Parent Governors are appointed by parents-Foundation local governors shall be appointed by the Trust Board following the written consent of the YDBE.

1.26	Appoint and remove clerk to the LGBs			R			
1.27	Change academy name, location			R			No closure, change to the name, age range or location of a CE academy can be made without consulting with the YDBE.

2 Strategy and Leadership							
Item	Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments	
2.1	Ensure the Trust is financially viable, run in accordance with its Articles and law and meeting its charitable objectives	A	R	R			Governance Guide, part 2.3
2.2	Agree Trust Strategic and Operational Plan, including growth model	A		R			Governance Guide, part 3.1, 3.2
2.3	Develop the character, mission and ethos of the Trust fostering the individuality of each school	A		R			Governance Guide, part 1.1.1
2.4	Scrutiny of trust performance	A/R	R	R			Governance Guide, part 3.3
2.5	Performance management of CEO	A	R				Governance Guide, parts 5.1 and 5.2; Academy Trust Handbook, section 1.27-1.29
2.6	Ensure statutory trust policies are in place, approved and reviewed in line with statute and Policy delegation list	A		R			

2		Strategy and Leadership					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
2.7	Ensure compliance with all regulation, policies and other statutory obligations	A	R	R			Governors and Headteachers responsible at individual school level
2.8	Approve and maintain the risk and control framework, risk register and approve the risk appetite	A	R				Governance Guide, part 6.4; Academy Trust Handbook, section 2.35-36
2.9	Formally approve and review school specific policies				R	S	Governance Guide, part 7.15
2.10	School Development Plans are in place and regularly reviewed				R	S	CEO and Exec HT will oversee SDPs Echoing themes in Governance Guide, part 3
2.11	Set the curriculum in line with the national curriculum and context of the school			C/S	A	R	
2.12	Review and challenge the spend of pupil premium/ sports funding and recovery funding in terms of educational outcomes and narrowing the achievement gap	A	R		R		LGB Chairs to sign approval on funding returns to the DfE
2.13	Foster equality, diversity and inclusion including aiming to build a diverse board. Approve and set trust wide PSED and comply with equalities legislation	A/R			R at a local level		Governance Guide, parts 1.1.5, 2.4. LGBs are responsible for setting and monitoring school level PSED.

2		Strategy and Leadership					
Item	Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments	
2.14	Ensure deliver EYFS in line with statutory requirements for 0-5 yr olds and develop EYFS further in line with Ebor Priorities	A			R	R	Governance Guide, part 6.2
2.15	Ensure compliance with SEND code of practice		A			R	Children and Families Act 2014 and Governance Guide, parts 7.4.1, 7.4.2;
2.16	Support and oversight of Church school effectiveness		A		R		Refer to YDBE Trust Governance Guidance

3		Education					
Item	Trust Board	Board Committees	CEO / AO/CST	LGB	Head Teachers	Comments	

3.1	Admission Policies and decisions	A	R		S	S	Ebor is its own Admitting Authority. The board committee will approve Ebor admission policies and set prejudice limits in consultation with the diocese. Responsibility to accept individual in year admissions is delegated to headteachers.-Specific guidance from the YDBE will be sought in relation to any proposed faith-based oversubscription criteria.
3.2	Review and evaluate school performance to ensure that the education it is providing is both effective and sustainable.	A	R	R	R	A	Governance Code Principle 1
3.3	Evaluate the school self evaluation and key priorities	A		R	C		HT to set and write SEF agreed with Exec HT and monitored by LGB as well as DB
3.4	Agree term dates and length of school day	A/R		R			Governance Guide, part 7.13
3.5	Deliver compliant support for Looked After Children				A	R	Boards must appoint a designated member of staff to support the educational achievement of looked-after and previously looked-after children. Governance Guide, part 7.4.3

4	Safeguarding, Behaviour, Wellbeing, Attendance and Inclusion						
	Item	Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
4.1	Ensure pupil attendance and admission registers are monitored and challenged in line with national guidance			A	R		Governance Guide, part 7.2

4		Safeguarding, Behaviour, Wellbeing, Attendance and Inclusion						
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers		Comments
4.2	Approve fixed term suspension or permanently exclude a pupil			S		A	R	Trust Behaviour Lead to be informed and consulted in all cases.
4.3	Review the decision to permanently exclude a pupil and suspensions over 5 days in a term/ direct reinstatement of a pupil			S	R			Support from Trust Behaviour Lead. See Suspensions and exclusions guidance
4.4	Ensure Safeguarding and SEND Annual Reports are filed with the Trust		A	R				
4.5	Ensure local procedures are in place and implemented in line with local safeguarding boards	S	R	A				Governance Guide, part 7.10, section 197-203
4.6	Appoint/ remove school Designated Safeguarding Lead (DSL) at academy level			R	S	S		All HT JDs include strategic oversight of safeguarding and in many cases HT is the DSL. CEO delegates recruitment support to RM. Governance Guide, part 7.10, section 197-203
4.7	Ensure schools are fully compliant and implement KCSIE			R		S		RM ensures compliance across the trust.

4		Safeguarding, Behaviour, Wellbeing, Attendance and Inclusion					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
4.8	Oversight of individual school SEND and Safeguarding arrangements, including arrangements for pupils with medical needs		A		R	R	<p>Safeguarding - Monitor safeguarding practice, ensuring compliance with school and trust wide policies and statutory requirements.</p> <p>SEND - Ensure pupils with special educational needs and disabilities (SEND) get the support they need and seek assurance that staff are adequately trained.</p>
4.9	Ensure Ebor SEND policy is implemented in schools		C		R	R	
4.10	Appoint a delegated person for overseeing arrangements for pupils with medical needs				R	R	
4.11	Appointment of Safeguarding and SEND Trustee	R	C				Once appointed, the Safeguarding/SEND Trustee will be a member of the Standards Committee.
4.12	Setting the approach to directing pupils offsite, suspensions and exclusions		R				
4.13	Implement Ebor theme responsibilities of: Wellbeing, EYFS and building community relationships	A			R		

4 Safeguarding, Behaviour, Wellbeing, Attendance and Inclusion							
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
4.14	Have transparent, well-publicised, effective complaints policy		A	R			Governance Code 7.8
4.15	Approve PSED objectives	R			R		LGB responsible for individual academies

5 Finance							
Item		Trust Board	Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments
<p>The Finance and Resources Committee will ensure the CEO, FD, LGB, Headteacher and other staff act within their delegated authority, as laid out in the Financial Scheme of Delegation and approved by the Trustee Board.</p> <p>This document should be read in conjunction with the Financial Scheme of Delegation</p>							

5 Finance							
Item	Trust Board		Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments
5.1	Appointment of the CEO & Accounting Officer & inform the Secretary of State		A R				Board appointment. Governance Guide, parts 5.1 and 5.2; Academy Trust Handbook, section 1.27-1.29. YDBE involvement and consent required. The Foundation Trustee should be a member of the interview panel.
5.2	Appointment of the CFO / FD		A R	S			Governance Guide, part 6.3; Academy Trust Handbook, section 1.38
5.3	Ensure Trust's continuing compliance with all requirements of ESFA/DfE and Funding Agreement		A	R	S		including required reports and returns, novel, contentious, repercussive transaction, disposal of land and use of Condition Allocations, use of school premises, approval of severance payments and entering into indemnities outside the normal course of business. See Academies Trust Governance Guide compliance section & Academy Trust Handbook, section 5.44-45. consent of the YDBE is required to change Funding Agreements -
5.4	Agree the financial charging model (top slice) for academies		A R	C			Constituent Academies have a right of appeal (see Finance Procedure Manual sect 78)
5.5	Approval of Special Payments per ESFA including staff severance and compensation payments		A	R	S		

5		Finance					
Item		Trust Board	Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments
5.6	Approval of novel or contentious transactions - which always must be referred to the ESFA for prior authorisation	A	R	S			
5.7	Approve a scheme for paying Governors allowances	A	R				
5.8	Ensure the Trust is adequately insured (RPA)			R			Governance Guide, part 6.4; Academy Trust Handbook, section 2.37-2.39. The company shall have membership of the Risk Protection Arrangement in relation to all Church Academies (CSOA 16.1).
5.9	Approval of capitalisation limits and depreciation policy for the Trust	A	R				Governance Guide, part 6.3; Academy Trust Handbook, section 2.4
5.10	Ensure sufficient capacity and expertise to manage the finances of all academies	A	R				Governance Guide referenced in Board skills section
5.11	Approval the balanced budget and forecasts.	R	C				Governance Guide, part 6.3; Academy Trust Handbook sections 2.9-14 and sections 2.18-2.20. <u>The board of trustees must approve and minute their approval of a balanced budget, and any significant changes to it,</u> for the financial year to 31 August, which can draw on unspent funds brought forward from previous years.

5		Finance					
Item	Trust Board	Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments	
5.12	Management of cash position. The trust must avoid becoming overdrawn, borrowing must be authorised by ESFA/DfE unless it is on the authorised list e.g. certain finance leases.	A	R			The board is responsible for cash management across the trust Academies Handbook. Academy Trust Handbook, section 2.21	
5.13	Approve Financial Scheme of Delegation	A	R			FSC will approve financial SOD - see TOR	
5.14	Challenge how teaching and learning spend is allocated to achieve aims of School improvement plans			R			
5.15	Approve relevant financial policies as dictated on the policy delegation list	A	R			See F&R Committee TOR for more details Governance Guide, part 6.3; Academy Trust Handbook section 2.26	
5.16	Advise the board on the strategic management of financial resources and budget setting to ensure financial viability and operational sustainability in the short, medium and long term and	A	R			See F&R Committee TOR for more details Governance Code Principle 1	

5 Finance							
Item	Trust Board	Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments	
	having regard to environmental issues.						
5.17	Approve relevant financial controls and expenditures	A	R				See F&R Committee TOR for more details Governance Guide, part 6.3; Academy Trust Handbook section 2.6
5.18	oversight of monthly management accounts, including an income and expenditure account	A	R				A monthly income and expenditure account, variation to budget report, cash flow and balance sheet must be provided to the chair of trustees monthly and the Board must also review these when they meet.
5.19	Receive reports on reserves management, including a clear plan for reserves management		R				New requirement from ATH 2024
5.20	Confirm investment strategy and decisions	R	C				See Ebor Investment Policy

6 Audit and Compliance							
Item	Trust Board	Board Committees	CEO /AO	LGB	Head Teachers	Comments	
6.1	Review and Agree the annual audit program	A	R				Governance Guide, part 6.3; Academy Trust Handbook sections 4.5-4.8
6.2	Receive External and Internal Audit Management letters and findings reports	A	R				
6.3	Ensure all points raised from Annual Audit Management reports are actioned and provide Board with assurance	A	R				
6.4	Investigate any financial irregularities and report to Trust Board	A	R	R			
6.5	Investigate financial irregularities at Trust Board level	A	R				Defer to Auditors. Investigated by ARAC
6.6	Agree Trust Policy delegation list	A		S			

6 Audit and Compliance							
Item	Trust Board	Board Committees	CEO /AO	LGB	Head Teachers	Comments	
6.7	Oversee and approve related party transactions	A	R			Academy Trust Handbook	
6.8	Approve anti fraud and whistleblowing policies and arrangements for special investigations		A			See ARAC TOR for more details	
6.9	Receive annual Data Protection Audit and oversee data protection compliance	A	R				
6.10	Advise on the adequacy of the trust's controls and risks.		R			See schedule of musts Academies Handbook	

Item		Trust Board	Board Committees	CEO / AO/C ST	LGB	Head Teachers	Comments
7.1	Ensure that building and grounds remain Health & Safety compliant		A	R		R	Governance Guide, part 7.14
7.2	Ensure the Estates Strategy is fit for purpose, including a regularly tested Emergency Plan		A	R			Delegated by Terms of Reference to the F&R
7.3	Ensure compliance with Health and Safety legislation, including food safety, first aid and educational visits		A			R	The board will set H&S policies. Governance Guide, part 7.6; Academy Trust Handbook section 1.19
7.4	Arrange and manage capital investment projects			R			Site trustees' or DBE's consent in writing is required for any alteration to or repair to a church school above £2K
7.5	Establish a subsidiary, alter, repair, dispose of or change use of academy land		R				All use must be in line with a CE academy's Church Supplemental Agreement. • Site trustee consent is required to establish any subsidiary company to carry on any trade or business using CE academy land. Written YDBE consent required before entering into alteration/repair of the premises of a CE academy (subject to YDBE de minimus thresholds). Only the site trustees can dispose of or encumber CE academy land and buildings owned by the site trustees.

7.6	Ensuring that the national school food standards are met				R		
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8		People and Culture						
Item		Trust Board		Board Committees	CEO / AO	LGB	Head Teachers	Comments
8.1	Approval and appointment of the Executive Team				R			Articles of Association 107A: HT and Exec HT appointments need board approval. YDBE consent is required for appointment of Executive Headteacher (or equivalent) of a CE academy and Headteacher of a CE academy.8 The YDBE is entitled to appoint an adviser A DYET appointed Director should serve on the panel where possible.
8.2	Agree staffing structure and approve new posts to the structure where they fall outside of agreed budgets	A	R		S			
8.3	Approving the dismissal/appointment of CEO, FD	A	R					The MAT shall do its best to ensure that a DYET/other Church appointed Director is a member of the interview panel and must ensure the consent to the YDBE for the appointment of the CEO
8.4	Dismissal/appointment of Headteachers and Executive HTs				A	R	C	For church academies, may only appoint with the involvement and consent of the DBE (article 107A). The Foundation Trustee or Foundation local governor should be a member of the EHT interview panel when they have oversight of a church academy (CSOA 11.2).

8		People and Culture					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
8.5	Approve the appointment of school senior leaders			C		R	LGB/ Headteachers to be consulted/ where changes relate to local staff.
8.6	Changes to terms and conditions of employment	A	R	C			Consultation may be required
8.7	Moving of staff within the Trust to meet local need			R	C	S	Moves and appointments process linked to talent planning pool, workforce planning tool and sufficient budget availability.
8.8	Setting Pay levels and oversight of pay rises and any other appropriate remuneration for staff on leadership contracts	A	R				Appropriate scrutiny is required by the Execs and approved by PPP Committee Governance Guide, part 5.5, section 140; Academy Trust Handbook, section 2.27-2.29
8.9	Setting Pay levels and awarding non-leadership pay rises and any other relevant remuneration to an individual within an individual academy for teaching and non teaching staff including CST in line with the Trust Pay Policy				S	R	Governance Guide, part 5.5, section 140; Academy Trust Handbook, section 2.27-2.29
8.10	Recommend to the board CEO performance Management and pay increments	A	R				Delegated to the PPP Committee in TOR. YDBE recommends involvement of DYET appointed Director in the performance management of CEO in practice the board deploys those trustees who are best equipped for this task

8		People and Culture					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
8.11	Approve GPG report and Facility Time report	A	R				
8.12	Completing DBS, social media and other appointment checks, staff induction and training			R		R	Governance Handbook, part 7.10
8.13	Review and develop applicable HR policies as set out by policy delegation list	A					See Policy Delegation list for more details
8.14	Set the approach and ensure that performance management is being carried out consistently across the Trust		R				See PPP TOR for more details Governance Guide, part 7.17
8.15	Agree a process for reviewing the pay of senior staff across the Trust, for recommendation to the Board	A	R				
8.16	The recruitment of the Finance Director (as company secretary)	A	R				
8.17	Review strategic People and Performance related management information		R				
8.18	Ensure that succession plans are in place to ensure continuity of educational and service delivery.		R				

8		People and Culture					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
8.19	Provide panel members –as appropriate, for employment related appeals and processes.		R				
8.20	Maintain an overview of the use of Settlement Agreements within the organisation		R				
8.21	Oversee Apprenticeship provision and levy compliance	A	R				
8.22	Oversee Trade Union negotiations		R				See PPP TOR for more details
8.23	Overseeing staff wellbeing, workload and working conditions		R				INTEGRATED INTO PEOPLE STRATEGY
8.24	Approve Executive Pay Report for publication	A	R				

9		Communications					
Item		Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
9.1	Ensure websites are compliant with national regulation			R	R	R	LGBs to review schools websites on an annual basis

Cyber						
Item	Trust Board	Board Committees	CEO / AO	LGB	Head Teachers	Comments
10		R				Leaders should be aware of how close we are to meeting the standards by 2030