

GFM EDUCATION - Scheme of Delegation 2022/23

	Finance	Human Resources	Site, Assets and Contracts	Educational Outcomes	Strategic Vision / Governance
Members	<p>Approve appointment of external auditors and legal teams</p> <p>Receive annual accounts and external audit</p>	<p>Appoint / remove Trustees in accordance with the Articles</p>	<p>Approve any service contracts for Trustees</p>	<p>Receive and Q/A annual report</p>	<p>Review Articles of Association</p> <p>Receive and Q/A annual report</p> <p>Name the trust</p>
Board of Trustees	<p>Overseeing the finances, including the internal audit</p> <p>Establishing a fair funding model for use across the trust; approve annual budget</p> <p>Agreeing and oversight of the Trust budget and the schemes of financial delegation and associated limits</p> <p>Compliance with the Academies Financial Handbook, funding agreement and audit targets</p> <p>Oversight and scrutiny of management accounts and other financial information across the Trust; sign off and report on annual accounts</p> <p>Appoint accounting officer (CEO)</p> <p>Approve anti-fraud and whistleblowing policies</p> <p>Seeking value for money and ensuring resources are applied appropriately at all levels across the Trust</p>	<p>Overseeing Executive appointments</p> <p>Establishing equitable pay and HR related policies that are consistent in all academies in the Trust</p> <p>Appoint Company Secretary / Clerk to the Trustees / FD</p> <p>Appraisal of CEO</p> <p>Hearings and appeals – grievance, disciplinary, absence and capability procedures (including suspension of staff)</p>	<p>Establishing a process for local management and maintenance of assets and appropriate registers</p> <p>Overseeing significant capital developments, estate expansions and bids</p> <p>Adopt and monitor a trust-wide procurement policy, holding Executive leaders to account</p> <p>Set delegated levels of authority for contracts</p> <p>Set up and approve Trustee expenses</p> <p>Approve insurance arrangements i.e. RPA</p> <p>Ensure trust-wide Health and Safety Policy implemented Manage risk and business continuity</p> <p>Ensuring compliance with all health and safety and related regulation e.g. fire safety</p>	<p>Overseeing standards and outcomes of the trust's academies e.g. KS2 outcomes, GCSE results.</p> <p>Holding the academy's senior leadership team to account for academic performance, safeguarding and provision</p> <p>Regularly reviewing performance and progress monitoring data</p> <p>Oversight of the quality of teaching, learning and assessment; ensure a broad and balanced curriculum in line with the trust's vision</p> <p>Appoint designated Trustee for safeguarding; ensure completion of SCR (single central record)</p> <p>Oversight of key performance indicators across the Trust</p> <p>Commission intervention, as required, to support any academy requiring improvement</p>	<p>Core vision and operating model of the trust, including symbiotic working between trust academies</p> <p>Review and amend Constitution, scheme of delegation and TOR of trust committees – to include 'reserved matters'</p> <p>Approach to admissions, including PAN/NOR negotiations</p> <p>Overseeing strategic development of the trust; review and planning of potential trust expansion e.g. incorporating additional schools into the trust</p> <p>Review and implement core policies of the trust; agree 'delegated policies' list</p> <p>Review Trust risk registers</p> <p>Appoint (and remove) Chairs and Vice Chairs of Board Sub-Committees</p>

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	<p>Monitoring and compliance to ensure that the Trust maintains proper accounting records</p> <p>Ensure provision of free school meals, as appropriate</p> <p>To ensure compliance through maintaining a register of business interests</p> <p>Ensure that Pupil Premium, Service Premium and similar focused funding is deployed effectively and in line with grant agreements</p>		<p>Review asset management reports and related information pertaining to the Trust premises</p>	<p>Ensure Trust-wide SEND and Child Protection (safeguarding) policies implemented effectively</p>	

The Scheme of Delegation is determined by the Trustees and should be followed in conjunction with the:

- Scheme of Financial Delegation/Limits (and Academies Financial Handbook)
- Agreed terms of reference for the Trust sub-committees (Audit & Risk Committee; Finance & Resources Committee)
- Articles of Association
- Funding Agreements