

DIOCESE OF BRENTWOOD - [NAME OF CATHOLIC MAT] - SUMMARY OF KEY DELEGATED GOVERNANCE RESPONSIBILITIES

Members	Trustees/Trust Board	Governors/Local Governing Committee
<ul style="list-style-type: none"> • determine constitution and religious character • oversee the Trustees • recognise any strategic partnerships • delegate governance and management responsibility to the Trustees (formally appointing and removing the Trustees where necessary) • issue guidance and advice such as the Diocesan MoU and the Diocesan Protocols 	<ul style="list-style-type: none"> • hold governance accountability • determine strategic vision and overarching strategic plan • provide strategic leadership and governance • provide challenge and support to senior leaders • undertake the recruitment and performance of any Trust executive officers and senior leaders • develop and decide strategic and operational policies • facilitate collaboration • co-ordinate and oversee shared services and resources • develop and oversee the implementation of Trust development plan • approve of performance benchmarks • approve overall Trust budget and the setting of Academy budget parameters • monitor expenditure in accordance with appropriate authorisations • oversee financial governance and risk management • determine the Trust's reserves/contingency policy • ensure appropriate insurance or risk cover is put in place • undertake recruitment of headteachers and facilitate the performance management of senior leaders • develop shared staff training programmes and opportunities for professional development • support the development and building of leadership and governance capacity at Academy level • approve of site and asset management strategy • oversee any significant capital expenditure and building projects ensuring compliance with Trust finance policy • approve of all funding applications • decision maker for all appeals except where delegated 	<ul style="list-style-type: none"> • decide the Academy's strategic vision and uphold the Academy's distinctiveness and unique character, in harmony with the Trust's strategic vision and ethos • support senior leadership team generally and with specific emphasis on target setting, pupil monitoring and analysing progress data to inform curriculum & budgeting priorities • approve of Academy development/action plan • approve of Academy budget and support the head teacher in submitting the budget to the Trust Board for formal approval • approve any significant capital expenditure • oversee expenditure ensuring the Academy works within its budget and implements the Trust's risk and financial management policies ensuring probity, prudence and efficiency • play an active part in the recruitment of the Headteacher • support the senior leadership team in the development and review of an appropriate staffing structure • support the Headteacher in the recruitment and performance management of personnel • responsible for staff welfare and well-being, supporting the senior leadership team in monitoring absence and sickness • promote collaboration with other schools in the Trust • develop and review delegated school policies (e.g. admissions, pupil behaviour, safeguarding) • provide advice and feedback to the Trustees, ensuring the Academy is meeting the needs of its community • undertake all and any appropriate community consultation • provide a point of contact for parents, carers and other members of the local community, maintaining an effective link to the wider community • evaluate its performance ensuring appropriate training and development so that knowledge, skills and behaviour are appropriate for a dynamic education environment

Further detail is set out in the Diocese of Brentwood template Scheme of Delegation, contact the Diocesan Education Service.