



Summit Learning Trust Scheme of Delegation - September 2022 Draft

Strategy

Task	Responsible stakeholders				
	Board of Trustees (BoT)	Local Governing Body (LGB)	Chief Executive Officer (CEO)	Executive Directors	Principals
Trust vision, mission, values and strategy	In conjunction with the CEO .	Informed.	Responsible for supporting with setting strategy. Responsible for establishing and maintaining the vision, mission, values, culture and strategic aims of the Trust.	Finance Director - provides financial advice and assistance in developing strategy. Executive Team is responsible for supporting with maintaining the vision, mission, values and culture of the Trust and working towards the Trust's strategic aims.	Informed of strategy development. Responsible for promoting and maintaining the vision, mission, values and culture of the Trust, and for linking the strategic aims of their academy to those of the wider Trust.
Admission of new academies to Summit Learning Trust	Full	Information given. Chair of LGB - can make recommendations to BoT.	Can make recommendations to BoT.	Provides due diligence advice in relation to potential new academies.	Involved in discussions.
Entering into Funding Agreements	Full	Chairs of LGB - can make recommendations to BoT.	Can make recommendations to BoT.	Finance Director - supports with due diligence and expert advice	
Entering into leases or other legal arrangements (excluding purchasing contracts)	Partially delegated Where the value is less than £50,000 AND the agreement is low-risk, this can be delegated.		Can sign with Finance Director (where the value is less than £50,000 AND the agreement is low-risk)	Finance Director - Can sign with CEO (where the value is less than £50,000 AND the agreement is low-risk)	Cannot sign without consultation with Executive Directors.
Approval of Academy improvement plans based on Self Evaluation Framework (SEF) and Academy designations	Delegated to LGB	Responsible for monitoring of SEF and AIP for their academy, Academy Designation, reporting exceptions to the Chair of LGB . Chairs of LGB - responsible for reporting exceptions to BoT.	Overall Quality assurance of AIP.	Education Directors - Quality assure AIP and approve SEF for every academy.	Responsible for development and delivery of AIP based on SEF and Academy Designation.
Ensure a comprehensive Cyber security plan and attack response is in place	Delegated to IT Director	Responsible for monitoring implementation in academy	Leads on strategic response plan with Executive Team.	IT Director - leads on technical security and recovery	Responsible for communicating with colleagues and community and implementation.