

THE HOWARD PARTNERSHIP TRUST (THPT)

SCHEME OF DELEGATION



Area	Function	Accountability	Comments
People	Appointment and removal of Members and Trustees	Members	Recommendation from Trust Board as appropriate
	Appointment and removal of LGB Governors	Trust Board	Recommended by LGBs as appropriate
	Election of LGB Parent Governors	Trust Board	Delivery through LGB & Clerk
	Appointment and removal of LGB Chairs	Trust Board	Recommended by LGBs
	Appointment and removal of Trust Committee Chairs	Trust Board	
	Appointment and removal of Trust and LGB Clerks	Trust Board	Delivery through Clerking Manager
	Appointment of Auditors	Trust Board	Members informed of appointment. Auditors not to be removed without Members' majority vote
Systems and structures	Approval of changes to Articles of Association	Members	Recommendation by Trust Board as appropriate
	Annual review of governance model including: <ul style="list-style-type: none"> • Scheme of Delegation • Terms of Reference • Standing Orders 	Trust Board	With regard to feedback from relevant stakeholders

Area	Function	Accountability	Comments
	Annual review of resources and performance within governance including: <ul style="list-style-type: none"> • Skills audit for Trustees and Governors • Performance of Trust and LGB (including individual performance) • Performance of Chair (Trust Board and committees / LGBs) 	Trust Board	Informed by due processes and feedback
	Succession planning within Trust, Schools and LGB	Trust Board	
Reporting & Compliance	Annual Report and Accounts including accounting policies, signed statement on regularity, propriety and compliance, incorporating governance statement demonstrating value for money	Trust Board	1. Members informed 2. Published on Trust and School websites.
	Trust and LGB governance details, including registers of all interests for Members/Trustees/Governors and key management personnel, to be published on Trust and School websites	Trust Board	Delivery in accordance with statutory and regulatory requirements
	Determination of Trust and Partnership Schools' vision, strategy and principles, agreeing key priorities and key performance indicators (KPIs) against which progress towards achieving the vision can be measured	Trust Board	
Setting Strategy	Approval of addition and removal of academies within the Trust	Trust Board	
	Management of the risk profile of The Trust including: <ul style="list-style-type: none"> • Annual review of Trust Risk Register • Determination of Trust and School policies 	Trust Board	school policies delegated to LGBs as appropriate
	Approval of Trust and LGB resources and budget planning, including staffing	Trust Board	Following recommendations by Executive Leadership Team
	Appointment and removal of key management personnel	Trust Board	input from relevant stakeholders

Area	Function	Accountability	Comments
	Approval of Admissions Arrangements for all schools	Trust Board	LGBs to inform and follow due process as appropriate
Holding to account	Holding the Trust Board to account on the delivery of the objects, and performance of The Trust	Members	
	Ultimate accountability for the operations of The Trust under the terms of the Funding Agreements including: <ul style="list-style-type: none"> • Compliance through auditing and reporting • Performance management of CEO and other key management personnel 	Trust Board	Delivery with input from external professionals as appropriate
Ensuring financial probity	Compliance and regularity for delivery of The Trust's internal financial controls, and compliance with accounting regulation including: <ul style="list-style-type: none"> • receiving the annual financial audit report • approval of the scheme of financial delegation 	Trust Board	
	Monitoring of staff appraisal procedure and pay progression with approval of key management personnel pay awards	Trust Board	Following recommendations from CEO as appropriate
	Benchmarking to evidence Trust and School-wide value for money	Trust Board	
	Development of Trust-wide procurement strategies and efficiency savings programme	Trust Board	