



Scheme of Delegation

Richard Huish Trust



Policy owner	Governance Specialist with Executive Team
Approving board/ committee	RHT Trust Board
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1 Overview and context

The Richard Huish Trust (RHT) was established in 2014 and its Trust Board of Directors (also known as Trustees) constituted under its Articles of Association which lay out its governance requirements. RHT is a multi-academy trust (MAT), is an independent legal entity and is a charitable company limited by guarantee. RHT's approach to governance is designed to enable it to realise its object, strategic vision and values.

The Trust Board is required to approve a written scheme of delegation for financial powers that maintains robust internal controls and that sets out the structure and delegated remit of the trust's members, its board and committees, including the local tier. The scheme of delegation is reviewed annually, or at the next available board meeting when there has been a change that would impact on the effectiveness of the existing scheme. The trust board retains the right to make changes or revisions to the scheme, or to terminate it as it sees fit. This may be in consultation with key stakeholders as necessary or as a strategic action to address identified deficiencies in the trust's governance structure.

This should be read with reference to key contextual points of information including:

- The DfE's [Academy Trust Handbook](#)
- The DfE's [Academy trust governance guide](#)
- The DfE's [Commissioning high quality trusts](#)
- The [RHT's Articles of Association and Funding agreements](#)

2 Delegated authority

The Scheme of Delegation gives an overview of the key strategic areas where decision-making is required and who, or which body, with authority designated by the board of directors, is authorised to make those decisions.

The purpose of delegating authority by the board is to enable those with the expertise to move on specific areas of responsibility without having to directly consult the board. The board, however, retains overall responsibility for all decisions taken on its behalf and therefore has in place mechanisms to closely monitor the work of the bodies delegated to make decisions.

The trust board is able to delegate decisions to structured sub-committees, including local governing boards (LGBs). The delegation is based on the quality of governance exercised by local academies and monitored through its financial and academic performance.

3 Vision and Values

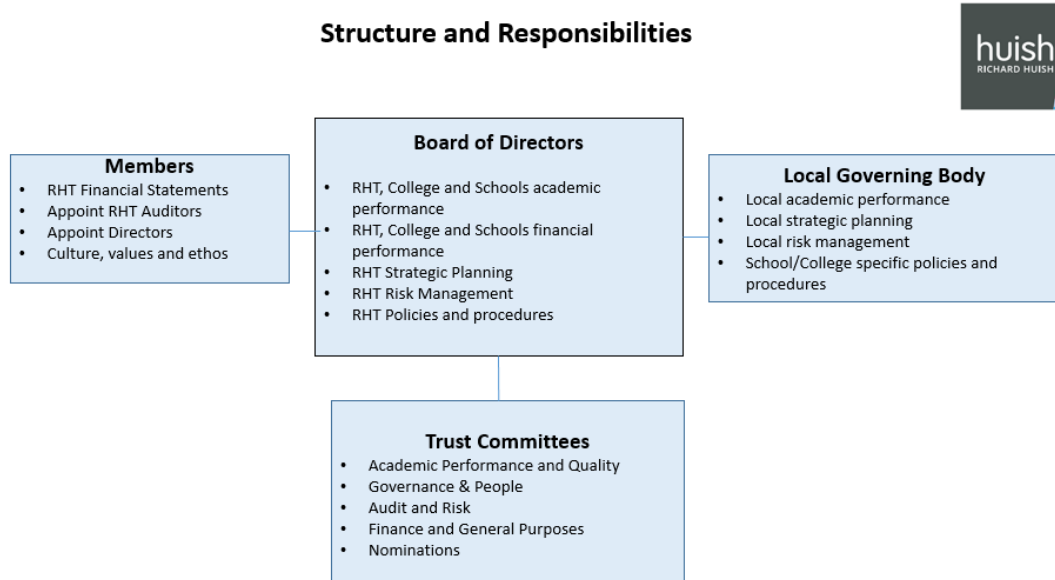
'Delivering exceptional education' is our vision.

The members of the Richard Huish Trust strive to achieve this through a shared set of values:

- Pupils and students are at the centre of everything we do – all decisions are considered in relation to the impact on pupils and students.
- We consider the environmental impact of our activities and actively seek more sustainable solutions – we are committed to reducing our environmental impact.

- We are determined and rigorous in our pursuits of educational excellence – we are individually and collectively committed to making improvements for the benefit of students and pupils.
- We strive to add value and are committed to supporting all members of the School and College community to achieve beyond what might be expected.
- We have a culture that cares for the individual and promotes inclusivity, equality and mutual respect – specialist support is available for all and diversity is embraced.
- Honesty and integrity are central to our work – we are committed to being transparent, open and trusting.
- We work collaboratively and constructively as a team in order to best serve the local and wider community – all stakeholders work together positively and professionally.

4 Governance



Members

Members are similar to the shareholders of a company and have a legal responsibility to ensure that the governance of the trust is effective and that the directors are acting in line with the trust's charitable objectives as laid out in its Articles of Association. The Trust Board must provide members with the information they need to undertake this assurance.

Members have responsibility for, in accordance with the Articles:

- approving amendments to the trust's Articles of Association;
- appointing and removing Members;
- appointing and removing (up to 5) non-executive directors;
- appointing and removing the trust's external auditors;
- receiving the trust's annual report and audited accounts;
- being kept informed about trust business;
- change the trust's name and, ultimately, winding it up.

Directors (non-executive)

The Trust Board, comprised of non-executive directors, is legally responsible for the operation of Richard Huish Trust and is accountable for the performance of its academies. Directors are both charity trustees and company directors.

The Trust Board is responsible for the three core governance functions:

- **Strategic leadership** – the board defines the trust vision in line with its charitable objectives, leads on the trust's culture and determines and champions its strategy.
- **Accountability and assurance** – the board has oversight of operations and performance of the trust including education, pupil/student welfare, appropriate use of funding, financial performance and keeping its estate safe and well-maintained.
- **Financial performance and probity** – ensure the trust remains financial sustainable and that funds are spent in line with the trust's objects and for pupils' benefit.

Directors are responsible for:

- ensuring clarity of vision, ethos and strategic direction of the trust;
- the strategic plan;
- holding the executive team to account for the performance of the trust;
- overseeing and ensuring effective financial performance;
- applying the highest standards of conduct and ensuring robust governance;
- complying with the trust's charitable objectives, with company law, charity law and with its funding agreements;
- ensuring regularity and propriety in the use of trust funds, achieving value for money.
- the selection, appointment and performance of the CEO (Accounting Officer);
- approving the scheme of delegated authority and associated terms of reference (which they can also change at any time).

Local Governing Boards (LGBs) and Committees

The Trust Board delegates powers to these bodies to assist with its day-to-day operations. The delegations are at the discretion of the trust board and laid out within the respective Terms of Reference for each body. The governance structure seeks to minimise duplication of responsibility by ensuring each committee has a clear remit and reporting functions.

These bodies are:

- **Audit & Risk Committee (A&R)**
This committee oversees the trust's programme of internal scrutiny, its approach to and monitoring of risk management and the adequacy of the trust's internal control framework including financial and non-financial controls.
- **Finance & General Purposes Committee (F&GP)**
This committee oversees the sound management of the trust's finances, resources and operational compliance matters including health and safety and the maintenance of its estates.
- **Governance & People Committee (G&P)**
This committee works to ensure that the trust operates a high-quality governance framework and to oversee the approach to people management, welfare and pay across the trust.

- **Academic Performance & Quality Committee (AP&Q)**
The committee monitors and advises the trust board on the academic performance and quality of each of the trust's academies at a strategic level. The Chair of the LGB and the headteacher/principal attend meetings to provide information to and face scrutiny from the committee about the performance of their academy.
- **Nominations Committee**
The committee works to advise the appropriate appointing body on new director appointments.
- **Local Governing Boards for each academy trust (LGBs)**
LGBs provide local governance focused on the performance and standards of their academy. They do this by contributing to the strategic direction of the trust, serving as a driving link between key stakeholders locally, representing the views of the academy and its best interests to inform decision-making, oversee and, where delegated, approve policy and approaches to the delivery of curriculum, be accountable for the academic standards and outcomes of the academy.

Further detail about the operation of the committees and LGBs is detailed within their associated terms of reference and the trust's Governance Procedures. The approach the trust takes to supporting its LGBs is detailed within the Oversight and Intervention Procedure.

Diocesan Board of Education

The Diocese of Bath and Wells is a key stakeholder in the governance of the trust and plays a defined role to preserve and develop the religious character of our Church school. In line with our articles of association and the Diocesan Strategy, the Diocese (through the Diocesan Board of Education/Diocesan Corporate Member) may appoint certain members, directors and local governors.

The trust maintains close partnership with the Diocese on matters such as senior leader appointments, admissions, collective worship and development of relevant policies, and will provide required assurances and information to enable diocesan oversight. Local governance for Church schools will include appropriate diocesan representation, ensuring decisions are informed by the local context while safeguarding the trust's charitable objects and the schools' designated religious character.

The trust operates within the agreed Memorandum of Understanding with the Diocese.

5 Key roles in the governance structure

5.1 The Chief Executive Officer (CEO) and Accounting Officer

The Chief Executive Officer (CEO) is an ex-officio director and the accounting officer. As CEO of the trust they are accountable to the trust board for the performance of the trust and as the accounting officer they are accountable to the board of directors for financial matters including personal responsibility to Parliament and the DfE's accounting officer for the trust's financial resources.

5.2 Chair of the trust board of directors

The chair is responsible for the leadership of the trust board, ensuring its effectiveness with support from the vice chair and governance professional. They champion high standards of governance and continuous improvement, working closely with directors and the executive team and holding the CEO to account for their performance. They are also responsible for ensuring directors understand their roles and are appropriately equipped to carry them out.

5.3 Headteacher/Principal

They are responsible for the day-to-day leadership and management of their academy (school/college). They work with and are accountable to their LGB for the academic performance of their academy and to the trust board for the financial performance.

5.4 Governance Professionals

The trust board and LGBs each have a Governance Professional assigned to them to support the effective governance and compliance of each tier of governance within the trust. They work closely with the trust board or LGB providing expert advice and operational support for its key functions.

6 Key responsibilities for oversight in the governance structure

6.1 Safeguarding

Safeguarding responsibility runs through every level of Huish with distinct responsibilities for each layer of governance.

The Trust Board holds overall accountability for safeguarding across all the academies. The board sets the policy, culture, expectations and monitors application and impact. They are responsible for holding leaders to account and promoting continuous improvement, learning and review as appropriate. The board is required by the DfE to appoint a Safeguarding Lead Director who provides strategic oversight on behalf of the board; this is a link role that tests assurance, asks questions and reports back.

The executive team turn policy into consistent practice, ensuring there are structures and processes in place to provide training, quality assurance, data analysis and support for academies.

LGBs provide local challenge and assurance, checking that safeguarding is working well on the ground at each academy. They must appoint a link governor for safeguarding and operate within the defined monitoring procedures of the trust.

The Designated Safeguarding Leads (DSLs) are responsible for day-to-day management of safeguarding including managing cases, referrals and support.

6.2 Special Educational Needs and Disabilities (SEND)

The Trust Board of Directors are ultimately accountable for ensuring that pupils/student with SEND receive the support they need and are able to achieve positive outcomes. They must ensure compliance with the SEND Code of Practice and that provision is ambitious, inclusive and well-resourced. They must either appoint a Lead SEND Director and/or ensure there is a committee with the specific SEND remit delegated to it. This provides strategic oversight on

behalf of the board, seeks assurance, asks the right questions, monitors trust-wide performance and reports to the board.

The executive team ensure there is a trust-wide approach to SEND that is applied consistently, they oversee the data, training and quality assurance plus provide support to academies.

LGBs provide local scrutiny, ensuring students/pupils with SEND are identified early, supported well, make progress and are included in wider activities of the academy. They must appoint a SEND Lead Governor who carries out specific monitoring activities defined by the board as part of its role in monitoring and oversight.

Headteachers/the Principal have responsibility for operational leadership of SEND, featuring inclusive leadership, staff, deployment of resources and ensuring effective provision in their academy.

SENCOs are responsible for the day-to-day practice of SEND including identification, provision planning, working with parents/carers, external agencies and monitoring progress.

6.3 Careers

The trust board remains ultimately accountable for careers education across all phases of education, but the level of expectation will differ with the age group. For primary schools the board should ensure pupils receive early careers awareness and aspiration-building which may be linked to personal development. For the 16-19 academy they must ensure there is full compliance with statutory careers guidance in meeting a high-quality careers provision and the Gatsby Benchmarks with strong progression outcomes. The LGBs have oversight locally with more emphasis of responsibility for the college's careers requirements (as a 16-19 academy).

7 The scheme of delegation matrix

The scheme of delegation matrix provides a summary overview of the key areas of responsibility of the trust board and where and how these, or aspects of this responsibility, is delegated to the appropriate bodies. It has been developed with reference to best practice in the sector including the NGA and CST guidance.

Levels of Delegation to committees and appropriate bodies

Last revised Summer 2026

Last reviewed Summer 2026

Financial delegations:

General financial delegations are outlined in this matrix; details of specific financial delegations are found within the Financial Regulations.

Key to delegation levels

Responsible = ultimately responsible and accountable for the activity

Propose/Challenge/Monitor or other terminology noted = influences the decision-making process in various ways as appropriate to the activity or stakeholder

Note - This only denotes the bodies ultimately responsible for an activity, not those responsible operationally for implementing associated policies, procedures and activities.

Sections:

0 – Vision and Strategy

1 – Central Services

2- Finance

3- Audit & Risk

4- Staffing

5- Curriculum and Quality

6- Behaviour and Attendance

7 – Admissions

8 – Premises and Insurance

9 – Academy information and organisation

10 – SEND

11 – Safeguarding

12- Supporting Students with Medical Conditions

13- GDPR/DP

14 – Policies and Key Documents

15 – Governance Procedures

Focus	No.	Activity	Members	Diocesan Board of Education relevant to church schools only unless otherwise indicated	RHT Board of Directors	Academic Performance & Quality	Audit & Risk	Finance & General Purposes	Governance & People	Nominations	LGBs	Executive	Principal/ Headteacher
Vision and Strategy	0.1	Determine the trust's vision, values and strategic priorities.		Consult (via Foundation Directors)	Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor		
	0.2	Apply/deliver the trust vision and strategy									Propose/ Challenge/ Monitor	Responsible	
	0.3	Ensure engagement with stakeholders		Consult	Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor
Central Services	1.1	To determine the scope of mandatory core services to be delivered by the company on behalf of its Academies			Responsible								
	1.2	To identify those additional services to be procured on behalf of the Academy in line with Trust Financial Regulations									Responsible		
	1.3	To ensure centrally procured services provide value for money			Responsible		Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor					
	1.4	Ensure trust website is compliant			Responsible								
Finance	2.0	Ensure financial delegations are in place (via the Financial Regulations) and are compliant with the expectations in the Academy Trust Handbook (ATH)			Responsible			Propose/ Challenge/ Monitor					
	2.1	To develop and propose the academy budgets			Responsible			Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor

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	2.3	To receive, review, understand impact locally (LGBs) and recommend budget proposals; make recommendations to Directors						Responsible			Propose/ Challenge/ Monitor		
	2.4	Setting and approving of financial budgets and forecasts			Responsible			Propose/ Challenge/ Monitor					
	2.5	Carry out benchmarking and trust-wide value for money evaluation						Propose/ Challenge/ Monitor				Responsible	
	2.6	To receive and approve revenue and capital budgets for academies on an annual basis			Responsible			Propose/ Challenge/ Monitor					
	2.7	To monitor monthly academy expenditure, financial reports and make recommendations as appropriate						Responsible					Propose/ Challenge/ Monitor
	2.8	Monitor financial performance of the trust			Responsible			Propose/ Challenge/ Monitor					
	2.9	Ensure that finance related returns to funding bodies are accurately prepared and submitted by their due date.						Propose/ Challenge/ Monitor				Responsible	
	2.10	To approve transfers between budget headings within the approved budget limits			Responsible			Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor
	2.11	To ensure the arrangements for collection of income, ordering of goods and services and payments.						Propose/ Challenge/ Monitor					Responsible

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	2.12	To establish financial decision levels and limits (in consultation with Principal/Headteacher and LGB)			Responsible			Propose/ Challenge/ Monitor					
	2.13	Ensure there are appropriate regulations and procedures in place that contribute to an effective internal control framework						Responsible					
	2.14	To appoint Chief Financial Officer [or equivalent postholder]			Responsible			Propose/ Challenge/ Monitor					
	2.15	To enter into/approve contracts which relate to each academy in accordance with the financial limits			Responsible			Propose/ Challenge/ Monitor					
	2.16	To receive and approve forecasts and plans relating to major capital works			Responsible			Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor		
	2.17	Authorisation of a tender document before it is published			Responsible			Propose/ Challenge/ Monitor					
Audit and Risk	3.1	Receive, approve and oversee the Trust Strategic risk register			Responsible		Propose/ Challenge/ Monitor						
	3.2	Receive risk and assurance reports from external providers, forming part of the overall system of internal control.			Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor		

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	3.3	To receive and review each academy's risk register					Propose/ Challenge/ Monitor				Responsible		
	3.4	Recommend appointment or removal of External Auditor (annually)			Responsible		Propose/ Challenge/ Monitor						
	3.5	Appoint/remove External Auditor (annually)	Responsible										
	3.6	Evaluation of the performance of auditors (internal and external)			Responsible		Propose/ Challenge/ Monitor						
	3.7	Ensure all academy audit recommendations are implemented and report to Directors as appropriate					Propose/ Challenge/ Monitor						Responsible
	3.8	Ensure all central service audit recommendations are implemented and report to Directors as appropriate			Responsible		Propose/ Challenge/ Monitor						
	3.9	Approve, publish, and file the annual Directors' report and audited annual company accounts including assurances on compliance with the ATH			Responsible		Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor				Propose/ Challenge/ Monitor	
	3.10	Receive annual report and external auditor's report	Responsible										
	3.11	Action/respond to recommendations made by auditors					Propose/ Challenge/ Monitor					Responsible	
	3.12	Monitor potential of strategic risks posed through complaints about the trust			Responsible		Propose/ Challenge/ Monitor						

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Staffing	4.1	CEO/Accounting Officer appointment/suspension/dismissal		Consult	Responsible								
	4.2	CEO performance management, pay and award			Responsible				Propose/Challenge/Monitor				
	4.3	Head teacher/Principal appointment/suspension/dismissal		Consent	Responsible				Propose/Challenge/Monitor		Propose/Challenge/Monitor		
	4.4	Interim headteacher/Principal appointment (set contract period)		Consent	Responsible						Propose/Challenge/Monitor	Propose/Challenge/Monitor	
	4.5	Acting headteacher/Principal (short term appointment)		Inform (up to 6 week appointment and Consult thereafter)							Propose/Challenge/Monitor	Responsible	
	4.6	Other second and third tier Senior Leadership appointments and dismissals		Inform					Propose/Challenge/Monitor		Propose/Challenge/Monitor	Propose/Challenge/Monitor	Responsible
	4.7	Appoint and suspend/dismiss other Academy staff							Propose/Challenge/Monitor		Propose/Challenge/Monitor	Propose/Challenge/Monitor	Responsible
	4.8	Appoint and suspend/dismiss other Central Team staff										Responsible	
	4.9	Pay discretions for staff awarded in line with budget limits and agreed pay scales							Propose/Challenge/Monitor		Propose/Challenge/Monitor	Propose/Challenge/Monitor	Responsible

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	4.10	Approval of staff severance payments agreements in accordance with the Academy Trust Handbook and seek approval from the DfE where appropriate.			Responsible				Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor	
	4.11	Completion of the Headteacher's and Principal's appraisal and the setting of performance objectives.			Responsible				Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	
	4.12	Determination of Head teacher's and Principal's salary and any pay awards			Responsible				Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	
	4.13	Other academy staff appraisals and salary reviews							Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor		Responsible
	4.14	Responsibility for the quality of education provided across the academy				Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible
Curriculum and Quality	5.1	Development and implementation of a coherent and appropriate curriculum that meets the needs of children and young people				Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible
	5.2	The provision of effective pastoral care to meet the needs of every child and young person				Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible
	5.3	Delivering a highly effective religious education and approach to collective worship.		Monitor		Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible

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	5.4	Monitor and seek reassurance of teaching standards									Propose/ Challenge/ Monitor		Responsible
	5.5	Responsibility for academy performance and outcomes									Propose/ Challenge/ Monitor		Responsible
	5.6	Responsibility for Trust performance and outcomes			Responsible	Propose/ Challenge/ Monitor							
	5.7	To develop, recommend and implement a College Strategic Development Plan that supports the delivery of the Trust's Strategic Development Plan (16-19 specific)									Propose/ Challenge/ Monitor		Responsible
	5.8	Academy Quality Improvement Plan				Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible
Behaviour and attendance	6.1	Behaviour policy (excl. 16-19)/ management of behaviour									Responsible		Propose/ Challenge/ Monitor
	6.2	Behaviour and attendance data				Propose/ Challenge/ Monitor					Propose/ Challenge/ Monitor		Responsible
Admissions	7.1	As the Admissions Authority review and determine all schools Admissions Policies (Diocese statutory consultee for church schools only)		Consult	Responsible						Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor
	7.2	To implement and publish the Academy's Admissions Policy											Responsible

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	7.3	Establish an Independent Admission Appeals Panel, as needed									Responsible		Propose/ Challenge/ Monitor
	7.4	Equality objectives, equality action and disability accessibility action plans.			Responsible				Propose/ Challenge/ Monitor				
	7.5	Approve the equality objectives, equality action plan.			Responsible				Propose/ Challenge/ Monitor				
	7.6	Publish and keep under review, required information including Annual Gender Pay Gap Reports etc.			Responsible				Propose/ Challenge/ Monitor				
Premises and Insurance	8.1	Buildings insurance and personal liability		Inform (via the annual return - Diocese sign off)				Responsible					
	8.2	Directors, Officers and LGB members liability insurance with Risk Protection Arrangements (RPA) are in place						Responsible					
	8.3	Estates strategy and annual estates plan, significant changes.		Inform, Consult or Consent, depending on the situation	Responsible			Propose/ Challenge/ Monitor					
	8.4	Climate Action Plan			Responsible			Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor

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	8.5	Building maintenance in line with allocated budgets						Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor		Responsible
	8.6	Compliance with health and safety regulations and trust approved policy.						Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor		Responsible
	8.7	Report on compliance with the Trust Health and Safety Policy			Responsible			Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor		
	8.8	First aid under relevant regulations											Responsible
	8.9	Educational visits									Propose/ Challenge/ Monitor		Responsible
Academy Organisation and Information	9.1	Academy Calendar									Propose/ Challenge/ Monitor		Responsible
	9.2	Academy day plan									Propose/ Challenge/ Monitor		Responsible
	9.3	Academy website effectiveness and compliance									Propose/ Challenge/ Monitor		Responsible
	9.4	Free School/College Meals									Propose/ Challenge/ Monitor		Responsible
SEND	10.1	Trust (including academy) SEND provision and arrangements			Responsible						Propose/ Challenge/ Monitor		
	10.2	Appoint a SEND lead on the Trust Board and on the LGB			Responsible						Responsible		

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Safeguarding	11.1	Implementation of a Trust Safeguarding Policy, Trust safer recruitment policy and Trust Staff Code of Conduct.									Responsible		
	11.2	Appointment of 'designated' members of staff responsible for safeguarding (delegated to Principal/Headteacher)											Responsible
	11.3	Appoint a safeguarding lead on the Trust Board and on the LGB			Responsible						Responsible		
	11.4	To immediately inform the LGB Chair and CEO of the Trust about serious safeguarding issues		Inform									Responsible
	11.5	Receive periodic safeguarding monitoring reports.			Responsible						Responsible		
	11.6	Appoint a 'designated person' to support looked after children (delegated to Principal/Headteacher)											Responsible
Supporting Students with Medical Conditions	12.1	Ensure that arrangements are in place to support students with medical conditions and allergies are sufficient to meet statutory responsibility									Propose/ Challenge/ Monitor		Responsible
GDPR/DP	13.1	Controlling IT systems, security and GDPR			Responsible		Propose/ Challenge/ Monitor						

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	13.2	To implement and monitor the Trust Data Protection and FoI Policies											Responsible
	13.3	Compliance with FoI requirements											Responsible
	13.4	FOI Publication Scheme to be published on the Trust website as well as individual academy websites			Responsible								Responsible
Policies and key documents	14.1	To determine a schedule detailing those policies which will be developed by the Trust and mandatory for all Academies							Responsible			Propose/ Challenge/ Monitor	
	14.2	Maintain a policy schedule for statutory policies, ensuring all statutory policies are in place and kept up to date. Ensure delegations for committee approval of specific policies are clear.			Responsible				Propose/ Challenge/ Monitor				
	14.3	Implement policies with responsibilities as approved.										Responsible	Responsible
	14.4	Receive reports in relation to compliance with statutory requirements and address as needed (via delegated responsibilities determined in the terms of reference, where appropriate)			Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		Propose/ Challenge/ Monitor		

Focus	No.	Activity	Members	Diocesan Board of Education relevant to church schools only unless otherwise indicated	RHT Board of Directors	Academic Performance & Quality	Audit & Risk	Finance & General Purposes	Governance & People	Nominations	LGBs	Executive	Principal/ Headteacher
Governance Procedures	15.1	Approve new academies joining the trust	Propose/ Challenge/ Monitor	Inform and/or Consent	Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor			Propose/ Challenge/ Monitor	
	15.2	Appoint / remove Trust Members	Responsible	Responsible (DBE Member(s) only)									
	15.3	Appoint / remove directors (up to 5 directors can be appointed by Members in line with the Articles).	Responsible							Propose/ Challenge/ Monitor			
	15.4	Co-opt Directors and Associate Directors			Responsible					Propose/ Challenge/ Monitor			
	15.5	Appoint/remove Foundation Directors/Governors (in line with percentages in the Articles)		Approve - appointment Inform - removal	Responsible				Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		
	15.6	Elect chair of directors			Responsible					Propose/ Challenge/ Monitor			
	15.7	Succession planning for the board of directors and monitoring of composition (skills/experience)			Responsible					Propose/ Challenge/ Monitor			
	15.8	Appoint / remove LGB governors (except foundation), ratify staff and parent roles.			Responsible				Responsible		Propose/ Challenge/ Monitor		

Focus	No.	Activity	Members	Diocesan Board of Education relevant to church schools only unless otherwise indicated	RHT Board of Directors	Academic Performance & Quality	Audit & Risk	Finance & General Purposes	Governance & People	Nominations	LGBs	Executive	Principal/ Headteacher
	15.9	Appoint / remove the Chairs of LGBs			Responsible				Responsible		Propose/ Challenge/ Monitor		
	15.10	Ongoing training and CPD for directors, associates and governors							Responsible		Propose/ Challenge/ Monitor		
	15.11	Appoint trust governance professional			Responsible							Propose/ Challenge/ Monitor	
	15.12	Agree LGB clerking arrangements			Responsible						Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	
	15.13	Articles of Association - approve	Responsible	Approve (via DBE Member)	Propose/ Challenge/ Monitor								
	15.14	Hold a full board meeting at least 3 times in an academic year			Responsible						Responsible		
	15.15	Establish and implement a register of Business Interests for Board and LGBs and senior staff			Responsible				Propose/ Challenge/ Monitor		Responsible		
	15.16	Establish and implement a Gifts and Hospitality register for Board and LGBs, in line with the Trust's G&H Policy					Responsible						
	15.17	Establish and implement Governance Procedures			Responsible				Propose/ Challenge/ Monitor				
	15.18	Agree committee terms of reference annually			Responsible	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor	Propose/ Challenge/ Monitor		

Focus	No.	Activity	Members	Diocesan Board of Education relevant to church schools only unless otherwise indicated	RHT Board of Directors	Academic Performance & Quality	Audit & Risk	Finance & General Purposes	Governance & People	Nominations	LGBs	Executive	Principal/ Headteacher
	15.19	Establish and implement a Trust Code of Conduct for Board and LGBs			Responsible				Propose/ Challenge/ Monitor				
	15.20	Establish a calendar of business			Responsible				Propose/ Challenge/ Monitor		Responsible		
	15.21	Ensure annual confirmation statement is made to Companies House			Responsible								
	15.22	Commission and monitor/advise on output of external review of governance (ERG)			Responsible				Propose/ Challenge/ Monitor				
	15.23	To approve a Trust Directors'/Governors' Expenses Policy			Responsible				Propose/ Challenge/ Monitor				
	15.24	To ensure statutory published governance information is provided/updated within the required timeframes.			Responsible						Responsible	Propose/ Challenge/ Monitor	

8 NOTICES

- 8.1 Any notice to be given to or by any person under this Scheme of Delegated Authority shall be in writing or given using electronic communications to an address provided by that person. Communications to the Board of Directors may be sent to:

c/o Clerk to the Trust, Board of Directors
Richard Huish Trust
South Road Taunton Somerset, TA1 3DZ

Alternatively, communications may be sent electronically to the email below:
richardhuishtrust@richuish.ac.uk

9 INDEMNITY

- 9.1 Subject to the provisions of the Companies Act 2006 and Article 6.3 of Huish 's Articles every member of the LGB or other officer or auditor of Huish acting in relation to an Academy shall be indemnified out of the assets of Huish against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in favour or in which he/she is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of Huish.