

Collective Vision Trust

Governance Structure and Scheme of Delegation

Introduction

Collective Vision Trust is accountable in law for all decisions about its academies. This does not mean that the Board is required to make all the decisions itself. This Scheme of Delegation (SoD) defines which functions have been delegated and to whom.

This SoD should be reviewed annually, with revisions made as the context changes.

Governance Structure and Lines of Accountability

- Collective Vision Trust delegates responsibility for delivery of the vision and strategy to its CEO.
- The Trust Board will hold the CEO to account for the performance of the trust, including the performance of the academies within the trust.
- The CEO holds other members of the Trust Senior Leadership Team to account by line managing them.
- Collective Vision Trust delegates responsibility for the performance of the trust, including the performance of the academies within the trust to the CEO and determines on a case by case basis whether to delegate some responsibilities concerning the performance of each academy to a local governing committee (LGC)
- Factors which influence the decision to delegate include:
 - School performance
 - Ofsted reports
 - Financial and administrative performance
 - Leadership and governance capacity and capability

Note an LGC with decision making powers is still a committee of the trust board and its powers and decision making functions can be amended or revoked.

The CEO is accountable to the board for the performance of the trust as a whole. The CEO will report to the board on the performance of the trust and the performance of the trust's schools, supported by reports from other members of the Trust Executive Leadership Board, Academy Headteachers and Local Governing Committees.

The CEO is performance managed by a sub-committee of the trust board consisting of the members of the trust with external, independent advice. The CEO performance manages the academy headteachers, and where there is an LGC will seek input from the LGC Chair.

Academies without LGCs

There exists an academy council who understands how the school is led and managed. They act as eyes and ears of the school and its community and have a role in influencing decision making. The CEO is also an ex-officio member of the trust board.

Academies with LGCs

Responsibilities may include whether the school is working within the agreed policies, whether standards are being met, and if the money is being well spent.. The CEO is also an ex-officio member of the trust board.

Roles and responsibilities

Roles of members

Members of the trust have a different status to directors of the board of trustees. They are the legal signatories of the trust. They are responsible for appointing and replacing directors of the trust.

They form a sub-committee that deals with structure, performance and pay for the executive level of the trust.

Role of the trust board of directors

The board of directors are the charity trustees and are responsible for the general control and management of the administration of the trust in accordance with the provisions set out in the memorandum and articles of association. The trust board is the accountable body for the performance of all schools within the trust and as such must:

- Ensure clarity of vision, ethos and strategic direction
- Hold the executive to account for the educational performance of the schools and their pupils, and the performance management of staff
- Oversee the financial performance of the trust and make sure its money is well spent.

The trust board will delegate to the CEO responsibility for the day to day running of the trust and will determine whether to delegate any governance functions.

The trust has the right to review and adapt its governance structure at any time which includes removing delegation.

Role of committees

The trust board has established the following committees:

- Pay and performance (made of of members of the trust)
- Finance and audit committee
- Discipline committee (consists of minimum of three directors of the trust board and is convened as and when required)

The committees have delegated authority to make decisions, but the trust board retains overall accountability and responsibility. The trust board appoints committee members and committee chairs.

Role of CEO

The CEO has the delegated responsibility for the operation of the trust including the performance of the trust's academies and so the CEO performance manages the trust's senior leadership and the academy headteachers.

The CEO is the accounting officer and so has overall responsibility for the operation of the academy trust's financial responsibilities and must ensure that the organisation is run with financial effectiveness and stability, avoiding waste and securing value for money

The CEO leads the trust's executive leadership team, will delegate functions and responsibility to individuals within the team and is accountable to the trust board for the performance of the trust's executive leadership team.

Role of Academy Headteacher

An academy headteacher is responsible for the day to day management of the academy.

The academy headteacher is managed by the Trust's CEO but if there is delegation, reports to the LGC on matters which have been delegated to the LGC.

The academy headteacher is part of the Trust's Executive Leadership Team and also attends the Director's Board meetings.