



Chatsworth Multi Academy Trust
Achieving Excellence Together

The Chatsworth Multi Academy Trust

Scheme of Delegation

Adopted: 1st December 2020

To be Reviewed: 30th November 2021

Mission Statement

The Chatsworth Multi Academy Trust has been established to bring together high quality provision, professionals and practitioners in the Greater Manchester area in order to maximise the quality of education, care and opportunity for children and young people with special educational needs and disabilities.

The Chatsworth Multi Academy Trust aims to provide an integrated and continuous pathway for the learning and development of children and young people from 0 – 25 years which is inclusive and aspirational. Throughout the Trust individuals are valued for themselves, challenged to achieve excellence in everything they do and share a bond of mutual respect for others and the environment in which they learn.

The Chatsworth Multi Academy Trust is a safe, open and progressive learning community in which all children and young people are at the heart of everything we do as we strive with energy, enthusiasm and enjoyment to achieve excellence together.

Core Values

1. To provide a safe, healthy and secure learning community which serves the Greater Manchester area and in which children and young people thrive and develop.
2. To deliver excellence in the quality of education for children and young people with special educational needs and disabilities by combining and sharing the knowledge, skills and expertise of all partners across the Trust.
3. To support the health needs of all children and young people in the Trust in order to enable their learning potential to be fully achieved.
4. To achieve excellence across the Trust through a shared process of rigorous self-evaluation focused on the quality of teaching, learning and assessment that underpins good or better progress and positive pupil or learner outcomes.
5. To engender a culture of mutual respect, care and fairness throughout the Trust in which each individual is explicitly valued and their achievements are celebrated.
6. To ensure that excellence in learning is achieved through enjoyment, excitement, energy and enthusiasm in all children and young people.
7. To sustain a financially viable Trust in which resources are employed efficiently according to best value principles and shared fairly according to needs.
8. To work in a proactive and positive partnership with parents and carers to support the holistic development of their child.
9. To create and nurture a staff team of the highest quality through effective and safe recruitment, frequent and regular continuing professional learning and opportunities for career development.
10. To build resilience in all children and young people in order to support their personal development, behaviour and well being and support their transition into happy, fulfilling and empowered adult lives.

Statement of Intent

In accordance with the Trust's Articles of Association (AoA), this document outlines the delegation of powers within Chatsworth Multi Academy Trust to the relevant governance and leadership groups and personnel.

This document has been implemented to ensure the Trust's governance arrangements are compliant and in accordance with statutory and regulatory guidance and to outline the responsibilities delegated by the board of Trustees.

This document should be read in conjunction with the Local Governing Body (LGB) Terms of Reference (ToR) for Chatsworth High School and Community College and for Chatsworth Futures. This document may only be amended by the board of Trustees.

The Trust's **Scheme of Financial Delegation**, which the Trust is required to have under the *Academies financial handbook (2020)*, is set out in a separate document and outlines the delegation of financial powers and the operation of robust internal controls.

The Chatsworth Multi Academy Trust is committed to providing high standards of education and care, whilst ensuring that value for money and financial probity is achieved. The governance systems and leadership structures outlined in this document will be implemented to ensure that the Trust acts in an efficient, effective and transparent manner.

Signatories:

Chair:

Chair of Trustees

Date: 01.12.20

Martin Hanbury:



Chief Executive Officer

Date: 01.12.20

1. Legal Framework

1.1 This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- ESFA (2020) 'Academies financial handbook 2020'
- The Companies Act 2006
- Chatsworth Multi Academy Trust's Articles of Association
- Governance Handbook
- Governance Competency Framework

1.2 This policy operates in conjunction with the following trust policies:

- Scheme of Financial Delegation
- Local Governing Body Terms of Reference
- Financial Regulations Manual of the Chatsworth Multi Academy Trust

2. Definitions

2.1 This scheme follows a responsibility assessment matrix known as a 'RACI' model for determining the delegated items. 'RACI' stands for

- Responsible
- Accountable
- Consulted
- Informed

each letter in the acronym representing a level of task responsibility.

2.2 **Responsible** – The person(s) who is assigned to do the work.

2.3 **Accountable** – The person(s) who makes the final decision and has the ultimate ownership.

2.4 **Consulted** – The person(s) who must be consulted before a decision or action is taken

2.5 **Informed** – The person(s) who must be informed that a decision or action has been taken.

3. Roles

3.1 This scheme of delegation details only includes the key trust leadership roles, and it is up to each of these roles if they wish to delegate any of their items further. However, the role in this document will retain ultimate accountability for the item delegated to them.

- 3.2 **Members** – are subscribers to the Articles of Association of the Trust and have powers to appoint and remove Trustees.
- 3.3 **Trustees** – are appointed by Members and act as both charity Trustees and company directors. Trustees serve a maximum four year term of office after which they may seek re-appointment. Trustees collectively appoint the Chair of Trustees. Members may remove Trustees from the Board of Trustees.
- 3.4 **Chief Executive Officer** – reports to the Board of Trustees, acts as the accounting officer and has ultimate accountability for the strategic development and operation of Trust.
- 3.5 **Local Governing Body** – the Local Governing Bodies of Chatsworth High School and Community College and Chatsworth Futures, are sub-committees of the Trustee board and are appointed in accordance with the LGB Terms of Reference document. Governors are appointed and may be removed by the Trustees.
- 3.6 **Headteacher** – the Headteacher of Chatsworth High School and Community College reports to the CEO and the Chair of the LGB.
- 3.7 **Principal** – the Principal of Chatsworth Futures reports to the CEO and the Chair of the LGB.
- 3.8 **Stakeholders** – pupils, learners, parents and carers
- 3.9 **Nolan Principles** – all office holders associated with the Trust will be guided by the principles for public office noted below
1. **Selflessness** – Holders of public office should act solely in terms of the public interest.
 2. **Integrity** – Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.
 3. **Objectivity** – Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
 4. **Accountability** – Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.
 5. **Openness** – Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.
 6. **Honesty** – Holders of public office should be truthful.
 7. **Leadership** – Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

4. Sections

4.1 This scheme is split into the following sections:

1. Trust Governance and Leadership
2. Organisation Governance and Leadership
3. Quality of Education
4. Safeguarding
5. Health and Safety
6. People
7. Operations
8. Finance

4.2 For any items not covered in this scheme of delegation, the accountability will sit with the Trustees and the responsibility will sit with the CEO.

5. Monitoring and Review

5.1 This document is reviewed annually by the board of trustees, or sooner if updates to the *Academies financial handbook (2020)* require changes to be made.

5.2 Any changes to this scheme will be communicated to Chairs of the local governing bodies by the Chair of the Trust Board, and to Headteachers by the CEO.