

Hull Collaborative Academy Trust Scheme of Delegation

Hull Collaborative Academy Trust Scheme of Delegation V11 2018								
Area	Ref	Decision-making authority / Responsibility	Non-Supported Academies					Notes
			Members	Trustee	CEO	LGB	Principal	
Trust Governance	0.1	Review and amend the Articles of Association	*					
	0.2	To change the name of the Academy Trust	*					
	0.3	To Receive the Annual Report from Trustees and the CEO on the Trusts Performance and Standards	*					
	0.4	To appoint External Auditors	*					
	0.5	To approve any contracts between the Academy Trust and Trustees	*					
	0.6	To appoint/remove Trustees	*					
	0.7	To appoint/remove new Members	*					
Finance	1.1	Approve formal budget plan for each financial year		*				LGB/Principal to draft for approval
	1.2	Set financial policy and procedures		*				Levels of responsibility need to be differentiated check Anti Fraud and corruption policy
	1.3a	Investigate financial irregularities at academy level		*				
	1.3b	Investigate financial irregularities at Trust level	*					
	1.4	Agree contracts and make payments Trust wide or not relating to an academy		*				
	1.5	Agree contracts or other binding agreements		*	*	*	*	Note See tender document for levels
	1.6	Make payments		*	*	*	*	Note See tender document for levels
	1.7	Approve charging policy in school/SCITT		*				Common policy but flexible i.e. up to £2 for breakfast club
	1.8	Approve charging policy Trust level		*				
	1.9	Agree scheme of delegation		*				
	1.10	Appoint Chief Financial Officer		*				
	1.11	Approve School budget and any in year changes			*			In consultation with CFO and inline with tender policy and within a balanced budget .
1.12	Ensure Pupil Premium funding is used to raise achievement of disadvantaged pupils				*			

Note that the CEO of the Company can act on behalf of the Directors or Company in taking on any of the duties delegated should the need arise where to not do so would have a detrimental effect on staff or pupils in the Trust. Any concerns about any of the above will be dealt with at member level.