



Bright Futures

EDUCATIONAL TRUST

The best *for* everyone, the best *from* everyone

DELEGATION FRAMEWORK

DELEGATION FRAMEWORK

Signatories

I declare that I have read, understood and agree with the contents of this delegation framework.

School Name.....

Role	Name	Signature
Chair of the LGB/SIB		
Principal/Head of School		

Date of Implementation.....

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Forward

This document details the framework for effective governance at Bright Futures Educational Trust (BFET). By BFET we mean all of the academies/colleges sponsored by the Trust, along with the central teams that support these academies.

The Board of Trustees is the accountable authority as defined in the Articles of Association. However, some oversight, monitoring and decision making is delegated through the frameworks described in this document.

The Chair of the Board of Trustees and the Chief Executive Officer have approved this delegation framework as the appropriate approach to governance for BFET.



Yakub Patel

On behalf of the Board of Trustees



John Wm Stephens

Chief Executive Officer

The Governance Structure

1. Members

The Members of the Trust are the signatories to the Trust's Memorandum and Articles of Association and are responsible for approving any amendments to the Articles.

Members appoint Trustees and are also able to remove Trustees if they fail to fulfil their duties properly. Whilst Members can also be Trustees, BFET is mindful of the DfE's guidance contained within their Governance Handbook (January 2017) that robust governance structures will have a significant degree of distinction between the Members and the Trustees. As such, only one Member is also appointed as a Trustee and sits on the Board of Trustees.

2. Trustees

The Board of Trustees is the body accountable for the overall performance of the Trust. The Board ensures compliance, signs off the Annual Accounts and is accountable for adhering to the Funding Agreement.

The responsibilities of the Audit & Risk Committee are set out in their Terms of Reference.

3. Board Committees

The Board of Trustees has established a committee, the Audit & Risk Committee, to oversee financial reporting, internal controls and risk management systems, compliance and internal and external audits. The responsibilities of the Audit & Risk Committee are set out in their Terms of Reference.

4. Local Governing Bodies/School Improvement Boards

The responsibilities of the LGBs and/or SIBs are set out in detail within their terms of reference. In summary their main responsibility is to provide scrutiny of the delivery of the School Development Plans, to ensure the academy is working within agreed financial budgets, to monitor the academy is working within agreed policies and help the Academy to engage with all stakeholders. The LGB/SIB should also provide strong support and challenge to the Academy leadership team.

Responsibilities and powers delegated to the LGB may be further delegated to a sub-committee or to the Principal/Head of School as appropriate. See the detail in the delegated responsibilities section below and in the Local governing body handbook or Academies Financial handbook..

5. Chief Executive Officer

The CEO is appointed as the Accounting Officer for the Trust to carry out the duties as outlined within the Academies Financial Handbook, including an accountability for the proper stewardship of public funds, regularity and propriety.

The CEO also has the delegated responsibility for operational leadership and management of the Trust.

6. Principal/Head of School

The Principal or Head of School is responsible for the day-to-day running of their Academy. They bring regular reports to the LGB/SIB on the overall performance of the school, progress of pupils and any other matters delegated to them.

7. Executive Team

The Executive team comprises of the Chief Executive Officer, the Finance Director, the Director of Education, the Director of Teaching School and Partnerships and the Director of Human Resources and Strategy. They operate as a collective governance body as defined in the Executive Team Meeting terms of reference. In addition, they have individual responsibilities as defined in this document and/or their job description.

The relationship between all of the elements of the governance structure is one of partnership and collaboration. All elements work in support of delivering the BFET Strategy, which includes its vision: The best *for* everyone, the best *from* everyone.