

**TRUST GOVERNANCE STRUCTURE**

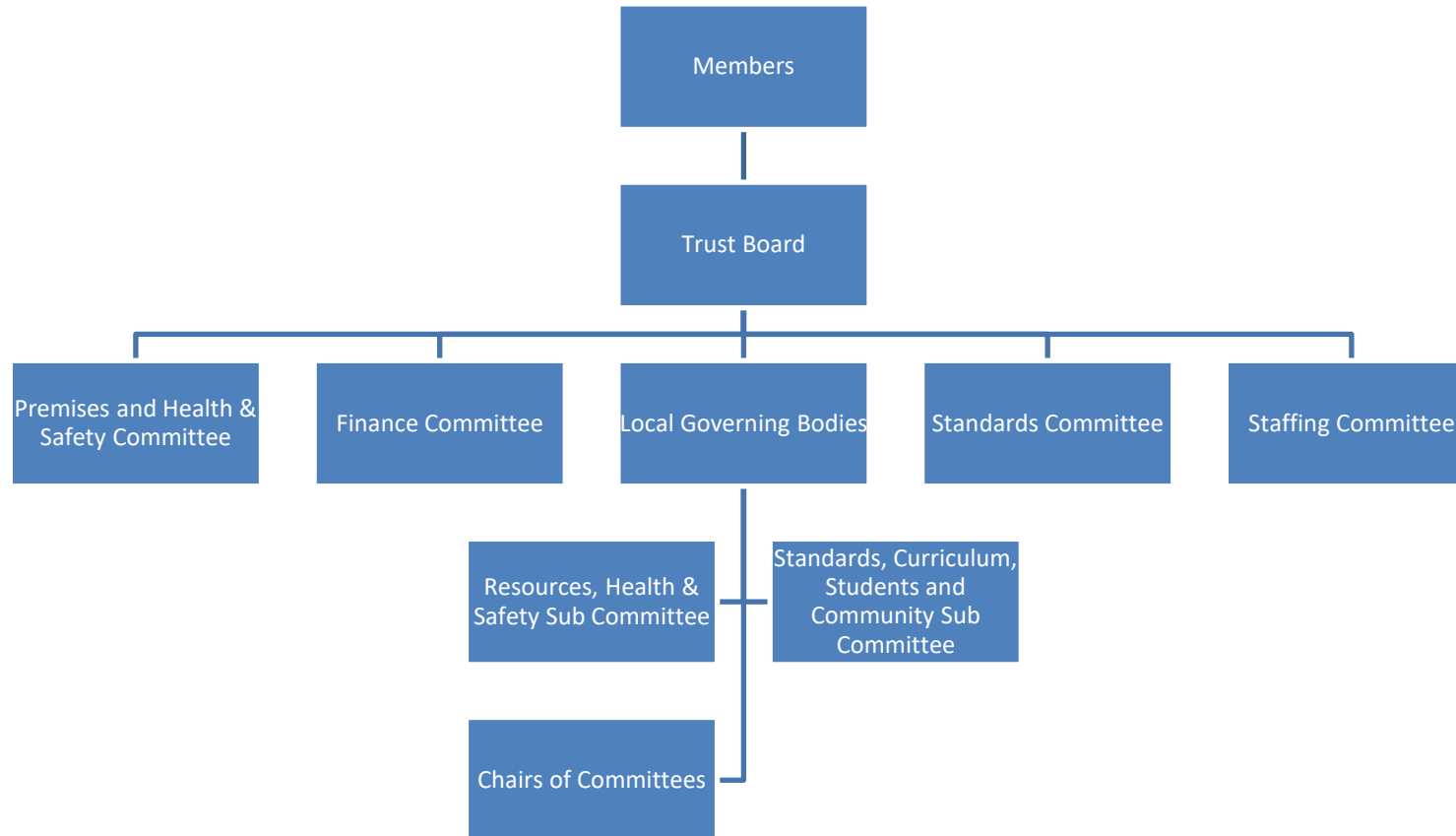
**FOR**

**SIR GRAHAM BALFOUR MULTI ACADEMY TRUST**

# SIR GRAHAM BALFOUR MULTI-ACADEMY TRUST

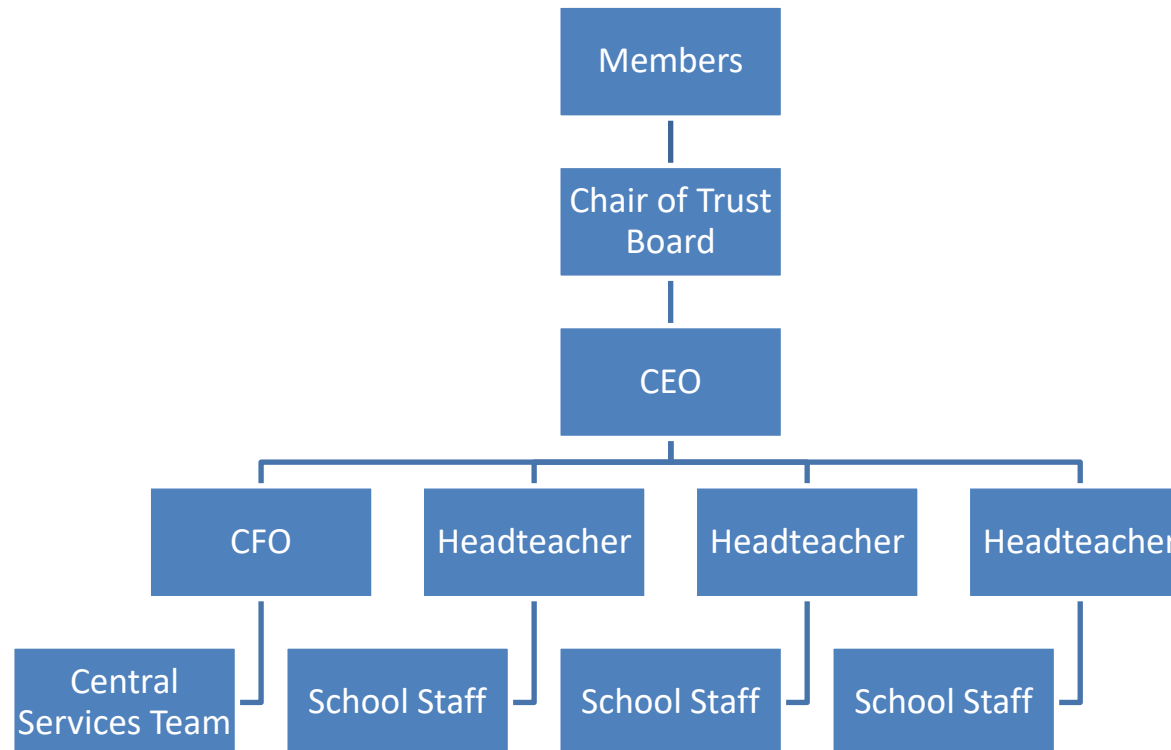
## GOVERNANCE STRUCTURE

The diagram below shows the governance structure of Sir Graham Balfour Multi Academy Trust and its member Academies.



# SIR GRAHAM BALFOUR MULTI-ACADEMY TRUST

## SENIOR MANAGEMENT STRUCTURE



The Board of Trustees delegate responsibility for delivery of their vision and strategy to the Chief Executive Officer (CEO). The Board holds the CEO to account for the performance of the Trust, including the performance of the Academies therein. The CEO in turn holds the Academy Headteachers to account by line managing them.

## ROLES

## **SIR GRAHAM BALFOUR MULTI-ACADEMY TRUST**

### **Members:**

Members have agreed the Articles of Association which:

- Outline the governance structure and how the trust will operate.
- Describe how Members are recruited and replaced.
- Specify how many Trustees the Members can appoint to the Board.

### **Trust Board:**

The Trust Board comprises a maximum of 13 Trustees as follows:

- Trustees appointed by the Members – maximum 7
- Chief Executive Officer
- Trustees appointed by fellow trustees – maximum 5

### **Trustees:**

Trustees (sometimes called Directors) are:

- Responsible for the general control and management of the trust in accordance with the Articles of Association.
- Accountable for the performance of all Academies within the Trust and must:
  - Ensure clarity of vision, ethos, and strategic direction.
  - Hold the CEO to account for the educational performance of all Academies and pupils within the Trust together with the performance of all staff, teaching and non-teaching.
  - Oversee the financial performance of the Trust and make sure its money is well spent.
- Responsible for Performance Management of the CEO
- Permitted to exercise all the powers of the Academy Trust.

### **Premises and Health & Safety, Finance, Standards and Staffing Committees:**

These committees comprise of 6 members:

- 3 appointed by the Trust Board

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- Chief Executive Officer
  - 2 appointed by the LGBs of the member institutions
- and have responsibilities as laid out in their Terms of Reference.

*Whilst this document identifies four committees, it is intended to operate with only two: **Finance and Premises and Health & Safety** and the **Standards and Staffing**. This will be reviewed when a further institution joins the Trust.*

### **Local Governing Body (LGB):**

The LGB comprises of 9 members:

- Academy Headteacher
  - 2 appointed by the Trust Board
  - 1 Teacher representative
  - 1 Non-Teaching Staff representative
  - 2 Parents representatives
  - 2 Co-Opted by the non Co-Opted members.
- and has responsibilities as detailed in the Scheme of Delegation.

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- Chief Executive Officer:** The CEO has responsibility for the operation of the Trust including:
- Performance of the Academies within the Trust
  - Performance Management of each Academy Headteacher (usually with involvement of the LGB Chair). *While the Trust consists of a single Academy with the Academy Headteacher as Acting CEO, this process will be jointly managed by the Trust Board and the LGB.*
  - Operation of the Academy Trust's financial responsibilities ensuring the Trust is run with financial effectiveness and stability and securing value for money.
  - Leading the executive management of the Trust.

**Academy Headteacher:** The Academy Headteacher is responsible for the day to day management of their Academy, is managed by the CEO but reports to their LGB on matter which have been delegated to them.  
*Whilst the Trust consists of a single Academy with the Academy Headteacher as Acting CEO, the CEO / Academy Headteacher will report to either the Trust Board or LGB as appropriate.*

### **GOVERNANCE**

Day to day operation of Academies within the Trust is managed using two documents which define the way in which decisions relating to an individual Academy are delegated:

- Scheme of Delegation
- Financial Scheme of Delegation

These documents may differ between individual Academies.