

Scheme of Delegation Working Party

Minutes: 9 October 2017

Present:

Iain Grafton (IG) Trust Director, Chair of Stds & Curr Committee

Nicky Dunford (ND) CEO of the Trust

Tony Callcut (TC) EP of the Trust

Anna Neville (AN) Chair of Totnes LGB, lead Safeguarding Governor and Link Governor for Diptford

Cat Radford (CR) Totnes Hub Parent Governor and link Governor for Harbertonford

Barnaby Harris (BH) Vice Chair of Totnes LGB, Parent Governor and Link Governor for Landscope

Sue Howard (SH) Clerk of the Trust

IG welcomed everyone to the meeting and clarified the purpose of this meeting is to review the draft Scheme of Delegation that has been produced following the meeting held 20 September 2017.

Amendments

S for statutory is excellent, would like shading for who must do it

Front page, should read CEO, EP and HoS, find and replace throughout document

EP and HoS, and CFO description in same order as table

Change non-elected Govs to Co-opted with advice area from LGB

Arrow for advice from EP on 1.14

Header for CEO to read /AO

Header for CFO to read /TBM

2.5 incl other way arrow for EP column, so <>

2.10 insert LGB before Chair

2.11 insert < for EP

2.15 insert tick for LGB

2.16-18 insert < for CEO

3.1 insert < for CEO

3.3 arrows for everyone

3.4 < for CEO and EP and CFO

3.5 < arrow for CEO and CFO

3.7 arrows both ways

Anything statutory should have arrow for CEO <

Reword 4.3 TC to write

Ticks across for everyone in 4.5

< for EP in 4.6

< for CEO in 4.9

4.10 move F&GP to committee column and < for EP

4.11 and 4.12 move Audit to correct Committee and 4.12 < for LGB's

4.9 < for LGB

5.2 EP to both arrows

Propose MIP in a spare 5.6 < in EP up to S&C

< for EP in 5.7 and CEO and CFO and LGB and HoS

5.9 to reword to Trust level

6.5 F&GP in committee column and 6.8 and 6.9

6.10 change to annual report

6.15 S in Trustees column

6.13 advice < for EP and LGB and HoS and same for 6.14 and 6.15

6.20 < from LGB

6.25 F&GP < and CFO

6.28 < in LGB and HOS

8.1 < in EP and S&C

8.2 < in S&C

8.3 Remun < and add an external. < in Member

8.18 < for LGB's

9.5 < for HoS and LGB

9.17 should say SEND

Add Academy based policies for HoS < for tick for LGB and > from EP

10.9 < for HoS and LGB and EP

No gov rep to sit on F&GP. A director from the F&GP to visit schools and LGB's to keep communication.

Interviews – Support staff only Govs and Teaching staff Govs to be involved in Pupil Council and Dirs on panel

Annual Cycle to now be revised and feedback to N&T

Final version to be circulated to working party and then taken to full board on 11.12.17