

Appendix 4 - Roles and Responsibilities of Governance

Appendix 2 outlines the different areas of responsibilities for United Learning, the senior executives, the LGB and the headteacher. It has been divided into sub areas in which the responsibilities of each group are shown. Governance should be, at all times, in line with the strategies of the Group Board.

Governance			
Trustees -	Senior Executives and Central Office -	Local Governing Body -	Headteacher -
<ul style="list-style-type: none"> • are legally responsible for the charities, schools and their governance • are responsible for its own processes in line with the legal requirements as set down in the Articles of Association and, for academies, the Master Funding Agreement • have legal responsibility for statutory compliance • can choose to delegate some responsibilities to the LGBs and to senior executives • are responsible for succession planning and the recruitment of the Charity Chairs, Board Members and LGB Chairs (delegated to the Chair of the relevant Charity) to ensure an appropriate balance of skills and effectiveness • are responsible for its own training and new member induction • are responsible for evaluating their own processes and effectiveness. 	<ul style="list-style-type: none"> • act on behalf of the Boards to enable them to discharge their duties in relation to statutory compliance and the performance of schools • are responsible for supporting the Boards and LGBs with their training and new member induction • are responsible for providing the Boards and LGBs with advice and guidance to help them improve and evaluate their processes and effectiveness • provide administrative support for the Boards. 	<ul style="list-style-type: none"> • is responsible for its own processes in line with the legal requirements as set down in the Articles of Association and, for academies, the Master Funding Agreement • is responsible for succession planning and the recruitment of Governors to ensure an appropriate balance of skills and effectiveness • contributes to the recruitment of the LGB Chair • is responsible for its own training • is responsible for evaluating its own processes and effectiveness • members are responsible for declaring any business interests they have in relation to the school – a template for recording these interests at LGB meetings can be found at Appendix 6. 	<ul style="list-style-type: none"> • school provides administrative support and arrangements for clerking for the LGB.