



Diocese of Norwich  
Education and  
Academies Trust

# **DNEAT GOVERNANCE ARRANGEMENTS 2018-2019**

**Last updated: September 2018**

## DNEAT Governance Structure



## DNEAT Central Team



This document provides an overview of the governance arrangements for the Diocese of Norwich Education and Academies Trust (DNEAT).

DNEAT is a Multi Academy Trust and therefore the responsibility for governance rests with the Trust Board. There are twelve Trustees who have a broad range of skills and experience from both the education and business worlds.

The DNEAT Governance Framework (overleaf) shows the composition of committees and frequency of meetings. The board has 3 sub-committees whose role is to scrutinise the work of the Trust and hold DNEAT officers to account in accordance with the Articles of Association and Scheme of Delegation:

- Finance, Audit and Resources Committee
- Personnel Committee
- Standards and Strategic Development Committee (SSDC)

All sub-committees report back to Trustees at each Board Meeting.

The academies within the Trust are split into three geographical regions – East, South-West and West. Each region is allocated an Academies Group Executive Principal (AGEP) whose role is to provide support and challenge to the headteachers in their area. This is carried out via a regular schedule of visits to the academies. The AGEP also facilitates within their region meetings of the Headteachers' Regional Alliance which allows for collaborative working across the region.

In the second part of each term, an Academy Improvement Review meeting is held with each headteacher and their Chair of Governors. These meetings are held at the academy and are attended by the relevant AGEP, the Academies Improvement Director and one of the Trustees assigned to the region by the SSDC. The purpose of this meeting is to review the progress the academy has made since the last meeting, consider aids and barriers to further improvement, agree the academy risk rating, discuss the effectiveness of the Local Governing Body (LGB) and review Scheme of Delegation responsibilities. This meeting is formally minuted and the Minutes are made available to the Headteacher, Chair and the SSDC to assist in the flow of information between Trust Board and LGB.

Local governance at academy level is conducted via a Local Governing Body which comprises Trust Appointed Governors, Parent Governors, a Staff Governor and the Headteacher. Responsibilities from the Trust Board are delegated via a Scheme of Delegation which is reviewed on an annual basis. An outcome of the termly Academy Improvement Review meeting is a grading of the academy and this grading will inform the level of delegation. The LGB is expected to meet in full on a half-termly basis. It is expected that the LGB will have three committees: Resources, Standards & Curriculum and Ethos & Community which will each meet on a termly basis, with an additional meeting for the Resources Committee to agree the budget plan. The Chairs meets on a regular basis with the Trust via the Academy Improvement Review Meetings and the termly Chairs and Heads Forums.

The Trust provides guidance and support to the LGBs through the provision of draft agendas, supporting documents, quality assurance visits and in-house training for governors and clerks. In addition, as part of DNEAT's ongoing commitment to ensuring we have well informed governance at all levels, membership of the National Governance Association (NGA) is provided to all Trustees, Local Governors and Clerks.

## DNEAT GOVERNANCE FRAMEWORK FOR 2018 – 2019

	Activity	Person(s) Responsible	Autumn Term 6/9/18-18/12/18 (excluding Inset Days)	Spring Term 3/1/19-5/4/19 (excluding Inset Days)	Summer Term 23/4/19-24/7/19 (excluding Inset Days)
<b>Academy level</b>	In school data collection/pupil progress review	Head Teacher	By 29 October 2018	By 3 January 2019 By 25 February 2019	By 23 April 2019 By 3 June 2019 During w/c 8 July 2019 (results)
<b>Local Governing Body level</b>	LGB Standards & Curriculum Committee	Committee Chair	Autumn-1 (prior to full LGB)	Spring-1 (prior to full LGB)	Summer-1 (prior to full LGB)
	LGB Resources Committee	Committee Chair	Autumn-2 (prior to full LGB)	Spring-2 (prior to full LGB)	Summer-1 (prior to full LGB) Summer-2 (prior to full LGB)
	LGB Ethos & Community Committee	Committee Chair	Autumn-2 (prior to full LGB)	Spring-2 (prior to full LGB)	Summer-2 (prior to full LGB)
	HT Performance Management Panel meeting	Academies Group Executive Principal (AGEP)	By 29 October 2018 (review/objective setting)	4 March – 15 March 2019 (monitoring progress)	10-21 June 2019 (monitoring progress)
	Full Local Governing Body	Chair of Governors	1-17 October 2018 26 Nov-14 Dec 2018	28 Jan-15 Feb 2019 18 March-5 April 2019	7-24 May 2019 (budget sign-off) 10-24 July 2019 (to review SATs results)
<b>Leadership level</b>	Academy Improvement Review	Head Teacher, Chair, AGEP, Academies Improvement Director, Trustee	26 Nov – 11 Dec 2018	13 - 29 March 2019	20 June - 8 July 2019
<b>DNEAT Board level</b>	DNEAT Standards and Strategic Development Committee	DNEAT Trustees, AGEPs, Academies Improvement Director	16 November 2018 (1.30pm)	11 March 2019	17 June 2019
	DNEAT Personnel Committee	DNEAT Trustees	3 December 2018	27 February 2019	11 June 2019 (2pm)
	DNEAT Finance, Audit and Resources Committee	DNEAT Trustees	8 October 2018 30 November 2018	4 March 2019	24 June 2019
	DNEAT Board Meeting	DNEAT Board of Trustees	28 September 2018 14 December 2018	29 March 2019	19 July 2019

<b>Trust</b>	Forum	Chairs and Heads	3 October 2018	6 February 2019	23 May 2019
	Briefing	Clerks and Chairs	19 September 2018	n/a	2 May 2019
	Headteachers' Regional Alliance	Headteachers and AGEPs	Prior to 2 November 2018	Prior to 25 February 2019	Prior to 24 July 2019