



Diocese of Norwich  
Education and  
Academies Trust

# **DNEAT GOVERNANCE ARRANGEMENTS 2019-2020**

Last updated: June 2019

## DNEAT Governance Structure



## 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 Members and the Trust Board. The Members are responsible for appointing Trustees and they hold the Trust Board to account for the effective governance of the Trust. 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 2019 – 2020

	Activity	Person(s) Responsible	Autumn Term 4/9/19-18/12/19 (excluding Inset Days)	Spring Term 7/1/20-1/4/20 (excluding Inset Days)	Summer Term 20/4/20-21/7/20 (excluding Inset Days)
<b>Academy level</b>	In school data collection/pupil progress review	Head Teacher	By 1 November 2019 (KS1/KS2)	By 18 December 2019 (EYFS/Reception) By 28 February 2020 (KS1/KS2)	By 1 May 2020 (EYFS/Reception/KS1/KS2) By 28 June 2020 (EYFS/Reception) During w/c 6 July 2020 (results) (tbc)
<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 18 October 2019 (review/objective setting)	2 March – 13 March 2020 (monitoring progress)	8-19 June 2020 (monitoring progress)
	Full Local Governing Body	Chair of Governors	30 Sept -18 October 2019 (annual administration) 25 Nov-13 Dec 2019	28 Jan-14 Feb 2020 16 March-1 April 2020	5-22 May 2020 (budget sign-off) 9-21 July 2020 (to review SATs results)
<b>Leadership level</b>	Academy Improvement Review	Head Teacher, Chair, AGEP, Academies Improvement Director, Trustee	25 Nov – 13 Dec 2019	9 - 31 March 2020	22 June - 10 July 2020
<b>DNEAT Board level</b>	DNEAT Standards and Strategic Development Committee	DNEAT Trustees, AGEPs, Academies Improvement Director	11 November 2019	16 March 2020	22 June 2020
	DNEAT Personnel Committee	DNEAT Trustees	28 October 2019 (HTPM) 2 December 2019	9 March 2020	15 June 2020
	DNEAT Finance, Audit and Resources Committee	DNEAT Trustees	7 October 2019 25 November 2019	2 March 2020	8 June 2020
	DNEAT Board Meeting	DNEAT Board of Trustees	27 September 2019 13 December 2019	27 March 2020	10 July 2020
<b>Trust</b>	Forum	Chairs and Heads	9 October 2019	5 February 2020	21 May 2020
	Briefing	Clerks and Chairs	19 September 2019	n/a	29 April 2020
	Headteachers' Regional Alliance	Headteachers and AGEPs	Prior to 1 November 2019	Prior to 24 February 2020	Prior to 21 July 2020