

FINAL MINUTES - FOR PUBLICATION
THE GREETLAND ACADEMY TRUST
MAT BOARD OF TRUSTEES MEETING

Monday 20th May 2019 at Key Stage 2 site (7.00 p.m)

Present: Mr C Midgley (Chair) Mrs A Bennett (CEO)
Mr J Fryer Mr K Inwood
Dr A Birt Mr J Midgley
J Nellis

In attendance: Clerk, COO, CFO

1. Welcome and introductions

Peta Cocker and John Flynn (new Members of the Trust) were welcomed to the meeting as observers (Items 1-4 only).

2. Apologies – None.

3. **SCITT presentation**

Dr J Pearson attended to provide an overview - handout provided – and answer questions re. the SCITT (AA Teamworks West Yorkshire School-Centred Initial Teacher Training), one of the designations held by the Trust. The overall aim, risks and challenges, accountability, governance structure, core team and current accommodation arrangements were explained. Following an Ofsted inspection (2018), the strengths are known:

- Research-led
- Training in response to locality needs
- Strengths of partner schools
- Accommodates quality and diversity

The CEO explained that the original SCITT Board came from The Greetland Academy (TGA), which stepped back as partners were introduced, but TGA remains the legal entity. The SCITT works with Huddersfield Uni and Kirklees & Calderdale SCITT. The main risks currently are balancing student numbers/staff salaries required and securing premises (the spare classroom at Savile Park/Heath is no longer available after July 2020).

4. CONFIDENTIAL ITEM

P Cocker, J Flynn & J Pearson were thanked for their involvement and left the meeting.

5. Declaration of Interests – C Midgley reiterated his family connections re J Midgley (Trustee) and A Midgley (Principal of a MAT school, Raynville).

6. Opening remarks – MAT and governance update

Trustees had received a new pre-meeting brief, highlighting key points on the agenda. The intention was to roll this out across the LGB meetings etc. The latest SCITT Partnership Board minutes had also been circulated re. Agenda items 3 & 4.

The CEO confirmed that Raynville had joined the MAT since the last Trustees meeting and that all statutory information was being followed through as part of the startup.

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Carlinghow, an RSC-approved sponsorship, had undergone additional due diligence & HR (re. staffing savings), but negotiations were continuing on Leadership and PFI. The Trust had secured an additional £40k (for environmental improvement) in addition to the startup grant of £110k – but this was awaiting final approval by the RSC. The proposal would now be to accept and draw down the transfer money, to allow a solicitor to be engaged to look in greater depth especially re. the PFI. The Chair explained that this would be low risk as it would still be possible to re-negotiate on the financial position, or decline the sponsorship and return any unspent money.

Trustees agreed unanimously with a proposal from the Chair that:

- **the grant funding should be drawn down, based on receiving the full £110k**
- **the MAT team should investigate further any ‘red line’ areas, including discussions with Kirklees MC,**
- **the proposed sponsorship should return to the Board for final decision.**

7. Minutes of 27th March 2019 & Matters Arising

Minutes approved and signed. Agreed to publish on the website.

J Pascall seconded to the MAT Team (2 days per week) post SATs, for web/VLE review; updates to follow at next meeting (once in post). An English Hub Action Plan monitoring return had been circulated as a follow-up to the presentation at the last Board meeting.

8. Correspondence, including ESFA

22nd March (DfE): Trustees were alerted to a new Governance Handbook, the first update for two years. A briefing note had been circulated by the Clerk.

30th April (ESFA): letter from Lord Agnew noted, re. additional demands on auditors.

1st May (CFO email): FMGS Raynville completed, to meet DfE compliance requirements.

9. MAT reporting

CEO Report for The Greetland Academy Trust (TGAT)

The CEO’s May update, with the latest changes highlighted, had been scrutinised in detail at Standards Committee. In summary, Greetland is on track, West Vale improving and Raynville in a good position.

Key points from Local Governing Bodies

The Chair reported that he attended Greetland’s LGB meeting in April and had reported back to the Principal afterwards, re. Local Governor roles and expectations.

Chair of Finance Report, to include Trust Finance report

A letter had been received from Simpson Wood, increasing the accountancy fees which had already been agreed at the Members AGM. The CFO reported that, following discussion, Simpson Wood had agreed to honour this year’s fees as approved; but that the Trust’s income streams and associated expenditure merit a re-examination going

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forwards, to determine a realistic quotation. Inevitably this will be an increase and Trustees may decide to go out to tender.

The latest financial report was summarised. The current Trust forecast is a £64,982 in-year balance (£48,686 previously). The CFO is working with Principals to set budgets for 2019-2020. The Budget Forecast Return Outturn 2019 was submitted to ESFA on time.

Discounted costs for PGCE accreditation (University of Huddersfield) of £38,475, which had been budgeted for, were approved by Trustees following a verbal report by the CFO.

Trustees approved a proposal from the COO to increase the cost of school meals from £2 to £2.20 (the first increase in 10 years). This would significantly reduce the deficit at Greetland, but there is further work to be done at West Vale. Budgets have been drawn up with a view to increasing the price of school meals from after Half Term to parents, with 'Out Schools' to be informed of a price increase during the Summer Term to commence September 2019 (the usual timescale to receive their service level agreement).

Chair of Standards Report

Terms of Reference had been agreed reflecting Ofsted's new School inspection handbook.

The updated COO report had been discussed at Standards Committee, including the actions taken in school to remedy a data breach originating from the National Governors Association (phishing email). Two policies had been recommended for approval: Behaviour, Exclusions & Restraints (Trust-wide policy; just an additional section on restraint/DfE guidance) and Complaints (Trust-wide revamp, adopted from Educate HR; largely changed to meet the latest DfE guidance). Both policies approved by Trustees.

The COO had drawn up a risk register (available via the VLE) in discussion with Raynville's Principal, to the same standard as Greetland and West Vale. The draft had been presented to Standards Committee. Trustees approved the Risk Register for this new academy to the Trust, noting red risk areas as follow:

No. 78 – uncertainly over budget;

No. 81 – potential deficit (historical staff costs high: were 87%, now 83%, target 80%);

No. 96 – cash flow risk (historic cash flow patterns via Leeds City Council).

10. Standing Item - specific MAT Board decisions

The following decisions were agreed:

- SCITT Premises next steps
- Approve Minutes of last meeting 27.03.19
- Approval of Huddersfield University PGCE Fees
- Price Increase: School Meals
- Approval of two Policies, as detailed
- Approve Risk Register (Raynville)

11. AOB - None

12. Future Meetings

2019-2020 calendar, including LGB meetings, to be circulated this Term.

⇒ 11th July, MAT Board (7 pm) + **F&P Committee** (6 pm): CM, CEO, JM, JF, AB
Teaching School paper

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