

Minutes of the Meeting of the Board of Trustees of Batley Multi Academy Trust

Held at Batley Girls' High School on Thursday 11 October 2018 at 6.30pm

Part A

PRESENT: Mr Siraj Mayet (Chair), Mrs Ellen Loughhead JP (Vice-Chair), Ms Julie Haigh, Ms Naila Ahmed, Mrs Mandy Kennedy, Ms Hilary Towers-Islam, Ms Sam Vickers

IN ATTENDANCE: Ms Claire Geisler, Chair UBHS LGB; Mr Alan Brown, Company Secretary; Mr David Cooper, Co-Head; Mrs Karen Sturgeon, Clerk

Apologies for Absence, Consent and Declarations of Interest

Apologies had been received from Pamela Pickles, with consent.

Election of Chair and Vice Chair in accordance with the Articles of Association

In accordance with Article 82, the Trustees are required each school year to elect a Chair and Vice-Chair from among their number. In the absence of any other nominations, IT WAS RESOLVED by the Trustees that Mr Siraj Mayet be re-elected as Chair of the Trust and that Mrs Ellen Loughhead be re-elected as Vice-Chair of the Trust for the following school year.

Chair's Welcome

The Chair thanked the Trustees for his re-election.

He looked forward to the year ahead and said that Trustees had a pivotal role to play in helping the Trust to develop in terms of ensuring clear vision and ethos and strategic direction, overseeing the performance of the two academies and scrutiny of the financial performance of the MAT.

Representation

Trustees noted the resignation of Ms Nadia Hussain as Co-opted Trustee with effect from 5th July 2018. This is due to work commitments.

IT WAS NOTED by the Trustees that Mr Ebrahim Ravat's term of office as Parent Governor of the BGHS LGB ended on 17 September 2018.

IT WAS NOTED by the Trustees that Mr Jeremy Towned resigned as a Member of the BMAT with effect from 11 October 2018.

IT WAS CLARIFIED that the Trustees are:

- Member Appointed Trustees: Mr Siraj Mayet, Mrs Ellen Loughhead and Mr Jeremy Townend
- Co-opted Trustees: Ms Nailah Ahmed, Mrs Mandy Kennedy, Ms Hillary Towers-Islam, Mrs Pam Pickles

Review of Trustees' Pen Portraits

Trustees were requested to update and/or provide their pen portraits as an annual skills audit. Templates and previous portraits will be emailed to Trustees.

To Confirm Protocols on Apologies and Consent to Absence

As an annual requirement **IT WAS RESOLVED** by the Board to continue to grant Consent to Absence where good reason has been given.

Completion of Declaration of Interest Forms by Trustees

Forms were circulated by the Clerk to be completed by Trustees who had not yet submitted a declaration for this year. All outstanding forms were completed and returned by the end of the meeting.

Code of Conduct

IT WAS RESOLVED by the Trustees that the Batley MAT Code of Conduct be signed by the Chair on behalf of the Board.

Minutes of Meetings

Board of Trustees held on 5 July 2018 - **IT WAS AGREED** by Trustees that the Minutes should be approved as a true record.

Matters Arising

There were no matters arising.

Reports to Note

- Minutes of LGB Meetings
- BGHS Co-Heads' Report September 2017
- UBHS Head's Report

Trustees noted these reports which had been circulated in advance of the meeting.

Draft Annual Report

Alan spoke to this item. Trustees were reminded that the Accounts are still currently in draft form. BHP have been in for 9 days, plus 1 day at Healey and 2 at UBHS. It has gone really well and the full accounts will be presented on the 29 November by BHP.

Finance Update

EL asked were there any grants in the pipeline. JCH stated that there was another growth fund opportunity and the window was now open. The trust was going to look at possibly using a bid writer.

MK asked if the Trust required the expertise for funding or actually writing the bid. AB stated that it was having the time to respond to the bids that was the issue. There is a bid in at the moment for Humanities and we are just waiting for a response. SM asked if we could not find “a no win, no fee” bid writer. JCH said that this could be a possibility.

EL then asked about the Career’s Hub Money. AB said that this was not in yet and this needs to be looked at with DC. MK – do we have any retiree with skills to do the writing? Julie said that this could be something that we could look into. They could be self-employed. SJV said it was the larger bids that took the time. SM asked how this was going to be moved forward. AB stated that this would need to be looked at as a team and that it would be reported back to Trustees. MK said that Cummins have expertise that could help.

A question was raised about the bank accounts interest. AB said that it was invested with Santander and had earned £6,000 interest. SM asked if other accounts could be looked at. AB stated that he had checked and we were receiving the best rate.

Alan advised that an amendment form has been sent to Companies House with regards to Ann McCall and Trustees would be receiving new forms. Alan confirmed that all other paperwork was up to date.

Expansion of MAT - Update on Field Lane School

We are currently on track for Field Lane to convert and join BMAT on the 1st December 2018.

Due Diligence went well and was a very positive smooth process. Thank you to the MAT team, Hilary and Sam.

The Childrens’ Centre is include in it and will pay maintenance until September 2019. Could Trustees confirm that they are happy with the Due Diligence? SM said that the income from the Childrens’ Centre would be good. Hilary said that the ethos is the same as Healey which is very positive.

MK asked if a visit to the Childrens’ Centre could be arranged. HTI said that she would look at this. SM said that it was the heart of the community and HTI said any help and support would be welcome.

Feedback from Outcomes sub-committee

Trude gave an update regarding results.

- BGHS – Outstanding outcomes, but the school should not show any complacency. The gaps between disadvantaged and non-disadvantaged are too large and this needs to be a key line of enquiry.
- UBHS – Headlines don’t look great. The background of boys lower starting points and lower attainment/progress of boys nationally are issues. Maths is still an issue whilst English & Humanities have improved.
- Healey – Low starting point for students. EYFS fantastic disadvantaged results, the project work being undertaken is having a big impact. Reading has had a massive impact.

- BGHS KS 5 – Disappointment around ALPS. Will be having an external audit with action points to try and address the issues of low achievement.

Trustees' Development Discussion

SM introduced the development discussion by informing Trustees that he and Ellen were attending Chair/Board Development training from the NGA funded by the DfE. SM stated that we have a lot of expertise as a Board that is not being used. The training is self-assessment and it looks at how the team will work going forward. It is run over three terms and at the end of the school year, we should have a really strong board.

Key people will have an appraisal as part of the team. Once all the reports are collated. Strengths/weaknesses will be identified. We will be able to identify skills gaps and recruit accordingly.

To move this forward there will be an away day session in November. It will be run by an independent person and the consultant will call into future meetings and look at board practices.

This is the grand plan and in the year we should be able to see this progress. On a compliance point of view the board works, but its ethos needs to be embedded.

The review by the NGA will look at our processes etc. and protocols will be in place as the MAT grows.

The clerk was asked to look at dates and venues and get back to Trustees for the away day.

Safeguarding

Ellen spoke to this item. She confirmed that she was looking at a standard template for schools to complete, so that Trustees' could be updated. Ellen was arranging to meet with the various safeguarding teams and move this forward.

Compliance Update

Compliance update handed out to take away.

Training and CPD

Trustees were reminded about the NGA training and asked to let the Clerk know if they were not receiving the e-newsletter.

Dates of Meetings

Updated schedule handed out.

Any Other Business

Siraj Mayet handed a letter from the ESFA to all Trustees regarding Multi Academy Trusts responsibilities.

Agenda, Minutes and Related Papers

To determine whether any part of the Agenda, Minutes or related papers should form Part B owing to reasons of confidentiality and therefore be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.