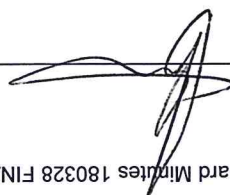


GA74 Grace Academy – Governing Board – Minutes

Time / Date:	14:30 – 16:30, Wednesday 28 th March 2018	
Location:	The Pavilion, Coleshill	
Attendees:	(RNE) - Trustee/Chair (TJE) - Trustee (AEd) - Trustee (IBa) - Trustee (Chair of LGB, GA Darlaston) (JCI) - CEO (JBU) - Chair of AIB, Solihull (PRE) - Assistant Director, DfE	(MIS) - Director of Finance (JWO) - Director of Corporate Development
In-Attendance		
	(KHa) - Clerk to the Governing Body	
	(BSU) - MAT Development Team Leader, DfE	
Part-Attendance		

Item	Action By	Due By
<p>1. Board Meeting:</p> <p>RNE formally welcomed and introduced representatives from DfE to the meeting. BSU explained the reason for attending today's meeting was to understand the culture of different boards which is a two-way process which they will observe and offer the opportunity of help or support and encourage trust boards to partner with the trust if of interest as there are so many common features with data. If this is of interest, GA was asked to let DfE know so they can arrange for this to happen. RNE said the biggest issue for us is growth and funding which will be the main topic of discussion at today's meeting.</p> <p>1.1 Apologies None</p> <p>1.2 Declarations (Interests, Gifts, Hospitality & Conflicts of Interest) None</p> <p>1.3 Actions approved between formal Board meetings by the Board members None raised at this meeting.</p> <p>1.4 Statutory matters None.</p> <p>1.5 Review Reappointment of Governor A unanimous decision was taken by the Board for Iba to remain on the Board and continue as Chair of LGB GAD.</p> <p>1.6 LGB member changes in designation (TOR) It was agreed for Dia to be Community Governor. Gka and Iba to be Co-opted Governors.</p>		

Chair Signature: _____



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	<p>(JCI, JBU, JWO & MIS join the Board meeting)</p> <p>2. Minutes of the last meeting (GA73) Non-confidential and confidential minutes were approved as an accurate record at the last meeting. It was noted there are no further updates to the confidential minutes and both actions were completed.</p> <p>3. GDPR Update JWO provided a general overview on GDPR at the meeting and informed the Board that we've been working hard with all staff within the academies. All staff have received basic level data protection training and mapping exercises on existing data have commenced. We have also written to contractors to ensure we're capturing all the relevant data. JWO is confident that thorough checks are taking place and we continue to drive this through to ensure thorough processes are in place by 25 May 2018. RNE asked about the next intake, what will we do when inviting parents. JCI responded that we are not directly writing to the parents. RNE asked if we keep records when students leave us. JWO confirmed that records are kept up to the age of 25 for students in line with our Records, Retention, Destruction and Archive Policy.</p> <p>4. CEO Report JCI highlighted on key updates from the report. Admission numbers for all three academies have made tremendous progress (or hit PAN again). Yr7 PAN at GAC is likely to be 200 in 2018. Coventry LA have been really helpful and supportive. Provision for these increases has to be made and each academy will have around 80 pupils in 2018-19 than will be funded for by GAG due to lagged funding. These unfunded places equate to around £1.2m. It was said that growth and picture for the future is looking positive. 69 pupils are on a waiting list at GAD which will impact on staffing, that's the challenge as we employ teachers for their skills across the board. JCI talked through the detail on outcomes – progress data, the section highlighted in yellow are published figures and statutory, the green are standard. The bigger picture is looking better. JCI stressed to the Chair that content in the CEO report needs to remain confidential regarding GAC Ofsted at this stage. Ofsted found serious weaknesses at GAC that standard of education isn't high enough but leaders in place have the potential to make a difference. JCI feels it's the wrong judgement based on the evidence and a formal complaint has been made. No timings given for Ofsted report at this time. RNE asked if results are going to be published in the Summer. RNE asked what this means for us. CST mentioned there's massive intervention going on at GAC and teaching is much more focused so it's hard to judge the impact in such a short time without the data. Two-fold proposal, Chair of AIB is doing great work which was duly noted in Ofsted inspection but we've had some interest from ESFA. JCI has invested a great deal time at GAC and is happy with changes being made, a complete turnaround in a short period of time. CST re-joined the meeting.</p> <p>Trustees will be aware that we submitted an application recently to Sandwell MBC for a new secondary school to be built on Kelvin Way in West Bromwich. Unfortunately, we were not successful with this bid despite the RSC demonstrating confidence in us as a trust to expand and take on this new 11-18 school - no feedback given with support of RSC. Quite a few primaries are</p>
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	<p>interested in joining which we are progressing. One thing that might be on the card is one really good primary school that wants to join. RNE highlighted that we've got 2 good schools and 1 not so good, will that effect our opportunity for growth. JCI responded that this is really context driven and subject to outcome of Ofsted report.</p> <p>4.1 Budgets 2018/19 and reductions process</p> <p>An update on the management accounts was provided, JCI said the bigger picture was broadly budgets are in line with what we said last year. RNE asked what the situation would be if places were funded. MIS thought £800k. The Board scrutinised the figures within the report. CST explained the process of permanent exclusion students working with LA at GAC. No placement for students in Yrs 7, 8, 9. The 2 students taken on at GAC are delightful and the academy have space and competency to work with these students, with a 12-month contract to review how it's going. It is positive but the money for this is not reflected in this budget. Future finances indicate that we have got pressures with 80 unfunded places in each academy. FC have worked hard with Principals and governing bodies to drive down these costs, we've largely been reasonably successful in this aiming to break even. As a result, to reducing costs, GAD will breakeven next year. We are putting more students in class and limiting the choice of classes due to limitation on funds. Yr7 GAC figure doubling 210 pupils. GAS and GAD LA have turned us down regarding growth funding. JBU added that LA Solihull has also capped the national funding formula. More pupils and cap so 2018-19 budget will overspend at GAS. Lifecycle and refresh been looked at in different ways.</p> <p>The Finance Committee would like to recommend that as from 2018-19, when an academy makes an in-year surplus, they should retain this local reserve. However, when an academy returns a deficit in-year budget, they will retain this as well, having to 'pay this off' from future surplus budgets. We believe that this will incentivise principals and governors to make savings and establish the notion that central funds will no longer be able to write off debts due to dwindling reserves. A discussion took place around the table on reserves as RNE was reluctant to make a hard and fast decision now. JCI said somewhere we've got to wipe the slate clean with this and if we don't do it, why would one academy want to make a surplus. RNE said okay for 2018-19. MIS shared outturn revenue reserves for August 2018 are likely to be £967k. GAS deficit reserves £460k, GAC £616k, GAD deficit reserves of (£74k), Foundation £884k. Board made a decision to zero reserves across the board for 2018-19 with a view to review in the future.</p> <p>5. Committee Reports:</p> <p>5.1 Finance Committee (including Audit Committee and Risk Sub-Committee)</p> <p>TBO confirmed as previously covered in item 4.1 above.</p> <p>5.2 Personnel Committee</p> <p>JWO advised that one meeting was cancelled due to insufficient agenda items. Exit interviews were covered at the last PC meeting.</p>
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Chair Signature: _____



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	<p>5.3 GAS AIB</p> <p>JBU provided a verbal update and informed the Board that Birmingham airport Eco Design GAS pupils took 1st and 2nd places. Only feedback given, it was difficult to distinguish between 1st and 2nd place teams. As a result of this excellent outcome, Breakfast teams are being sponsored.</p> <p>Quality assurance meetings attended. Student councils attended. Proposal at last AIB is to alter the term dates around the LA has picked 16 week autumn term. The proposal from ALT is to take extra weeks from autumn term and 2 days on summer term as it works out exactly the same 190 days just for this academic year. JBU to get more feedback from parents before a decision is made.</p> <p>It was reported the Yr11 gifted and talented programme received very positive feedback at Oxford and Cambridge.</p> <p>5.4 GAC AIB</p> <p>GA Coventry are working closely with LA and a safeguarding review has been recently carried out. The Principal at GAC spoke at a recent head teacher's national conference. A lot of PR going out in local newspapers and where appropriate national. Social media has been engaged with to cover celebrations of students and what's been achieved. Media has definitely stepped up over the last twelve months. The National Mosaic Enterprise challenge grand final prizes trust business presentation where business team came top, we are starting to see the transition of this. A lot of positive work going on with most student and parent engagement, not so with parents due to difficult communities. More external sixth form students coming on board.</p> <p>5.5 GAD LGB</p> <p>LA results from last year best academy in Walsall on progress 8. PP students' gap closed with our own PP, above national average. Presentation on Humanities delivered at LGB 7th March 2018, working on areas of weaknesses. Business Committee being driven by Dja and Jlo who are getting very focussed on business and careers. GAD are trying to get the message across at both ends.</p> <p>6. Risk Register Review</p> <p>Mis is working through risk updates with each academy on each ALT and local body. Engagement really improving and strategies working. Closely working on high risks in finance and pupil outcomes.</p> <p>7. People with Significant Control Register Review</p> <p>Reviewed and updated. Cbo removed from PSC register. It was confirmed at the meeting that Companies House have been updated.</p> <p>8. ESFA letter to academy trusts accounting officers November 2017 (KHA circulated on 24 November 2017) & Letter from Eileen Milner, ESFA chief executive CRM: 005269109 (JCI circulated on 5 March 2018)</p>
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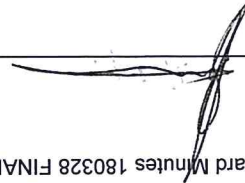


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		<p>For information, JCI drew 3 questions in the letter dated November 2017 to the Boards' attention (as below) and reassured members that we closely monitor these regularly.</p> <ul style="list-style-type: none"> • Can I demonstrate that the trust's funds have been spent for the purposes that Parliament intended? • Am I satisfied that appropriate standards of conduct have been applied to all spending decisions, and that conflicts of interest have been handled appropriately? • Has the trust managed its resources efficiently and achieved value for money? <p>The March 2018 letter is a timetable to ensure we as a Trust meet the deadlines.</p> <p>9. Gender Pay Gap Report</p> <p>Mis informed the Board that we have to produce a report annually. The report is self-explanatory, items in red expectation is males are paid more than females. Females rate is higher than the males. National average is 18% we are at 11.7%.</p> <p>10. Payment Practices Report</p> <p>Mis advised that we now have to report on when reporting the invoices which is every 6 months.</p> <p>11. Policy Review:</p> <p>11.1 SEN (Special Educational Needs and Disabilities Policy)</p> <p>Updated with no changes. It was noted that significant changes were made the previous year. To be considered by the Board.</p>
	JCI	<p>12. AOB</p> <p>RNE highlighted a potential risk with head teachers being poached and moving on. Strong candidates starting to come through at each academy. RNE asked what we are going to do about fast tracking them in CPD.</p> <p>DFE highlighted it's been a privilege being here and seeing how much debates take place around the table. No observations were made at this meeting but DFE will write to GA. It was said that challenge is good, the data and reporting is good which are clear signs of good leaders. JCI to follow through DFE offer.</p>
<p>13. Next meetings:</p> <p>Board: 6 June 2018 AIB's: GAC 18 April 2018 GAS 17 April 2018 LGB: GAD 8 May 2018</p>		

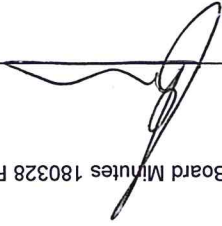
<i>Due By</i>	<i>Action By</i>	<i>Actions for GA Board:</i>
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ASAP	JBU	1. Obtain feedback from parents on proposal from ALT to take extra weeks from autumn term and 2 days on summer term before a decision is made. Decision made for 1 year then to review 2 weeks half term. People very favourable including local primaries.
ASAP	JCI	2. Follow through DfE offer for the opportunity of help or support and encourage trust boards to partner with the trust. Meeting scheduled with RSE which we will pursue with them. No correspondence received from DfE.

Chair Signature: _____



Date: _____

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