

Extraordinary meeting of the Academy Transformation Trust Board

20 September 2021

17:00 to 17:30

Venue: MSTEAMS

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, Leadership

| Board members | Initial | Position |
|----------------------|-----------------|---|
| Tom Clark | TC | Trustee and Co-Vice-Chair |
| Phil Milligan | PJM | Trustee and Co-Vice-Chair |
| Richard Elms | RE | Trustee |
| Simon Jones | SJ | Trustee |
| Alistair Milne | AM | Trustee |
| Richard Priestley | RP | Trustee |
| Margaret Wilson | MW | Trustee |
| Attendees | Initials | Position |
| Andy Gannon | AG | Director of Corporate Affairs and Clerk |
| Apologies | Initials | Position |
| Pat Beanland | PB | Chair |

Minutes

| ITEM | Detail |
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| 001 | |
| 001.1 | <p><i>Apologies for absence</i></p> <p>Apologies were received and accepted from the Chair. In the Chair's absence, TC took the Chair and explained that, although PB was not present this evening she had been fully involved in leading the activity of the previous week and a half and was fully aware of the discussions that needed to take place this evening. The meeting was quorate.</p> |
| 001.2 | <p><i>Declarations of interest</i></p> <p>There were no declarations of interest for this meeting. Trustees noted that the DoCA was present in his capacity as the most senior governance professional within the Trust in order to offer procedural advice only.</p> |
| 002 | |
| 002.1 | <p><i>CEO</i></p> <p>Further to discussions between Trustees that had happened last week, TC provided an update for the Board regarding the resignation of the CEO.</p> <p>It was noted that Trustees had unanimously agreed on 14 September 2021 to allow the Chair and Co-Vice Chairs to handle the resignation on behalf of the Board.</p> <p>TC confirmed the following:</p> |

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| | <ul style="list-style-type: none"> • He, PB and PJM has proceeded on the basis of having the authority of the Board last week and had sought to agree an earlier leaving date with the CEO and then to pursue interim arrangements before launching a robust and national search for a permanent CEO. • PB had communicated these intentions in detail to the Regional Schools Commissioner as required by the <i>Academy Trust Handbook</i> and the plans had been warmly received. • There had been proactive conversations with a potential Interim CEO which would hopefully lead to a temporary appointment within days – Trustees had been made aware of the identity of this candidate and were unanimously supportive. • PB and TC had met with Derek Trimmer in regard to the leadership of the education directorate and to hear his views regarding our academy improvement strategy and his own position, which has not yet been formally confirmed. • This morning, TC and PJM met with the CEO and confirmed the following: <ul style="list-style-type: none"> ○ her resignation was accepted with immediate effect – she would step down as CEO with effect from today, 20 September 2021 ○ her desired leaving date of 30 April 2022 was accepted and she would continue to be paid until that point. • The CEO had agreed a joint statement for both staff and the press which had been approved by TC and PJM and circulated this afternoon. <p>TC confirmed that the potential Interim CEO had today had conversations with Derek Trimmer and Peter Wilson and said that he hoped to be able to confirm arrangements in this regard in the next few days.</p> <p>TC noted that ELT had been briefed by him and PJM at lunchtime today and that Kirsty Woolls, the HR Director, was now offering support with the necessary HR processes.</p> <p>TC recorded his thanks to AM, RE and the DoCA in particular for their support and advice in recent days. All Trustees recorded their thanks in turn to TC, PJM and PB for handling a difficult situation.</p> <p>TC then confirmed there was a need for Trustees to discuss and agree two matters:</p> <ul style="list-style-type: none"> • arrangements for the leadership of the education directorate • arrangements for the appointment of an Accounting Officer and <i>de facto</i> senior executive. |
| 002.2 | <p><i>Leadership of the education directorate</i></p> <p>TC proposed that Derek Trimmer should be invited to lead the education directorate with immediate effect, with the role title of Acting National Education Director.</p> <p>Trustees noted that further restructuring within the directorate would then be put on hold in order that Derek could work with Trustees, ELT and the Interim CEO once appointed to agree the way forward.</p> <p>TC sought approval from Trustees to relay this information to Derek Trimmer and for he and PJM to meet with Derek soon in order to discuss a potential salary uplift in the light of his new responsibilities.</p> |
| 002.3 | <p>Resolution</p> <p>Trustees unanimously agreed that Derek Trimmer should be invited to become Acting National Education Director with immediate effect and that TC and PJM should meet with him as soon as practicable to discuss his priorities and remuneration. Trustees authorised the Co-Vice Chairs to implement a reasonable uplift in the light of the additional responsibilities of this new role.</p> |

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| 002.4 | <p><i>Accounting Officer</i></p> <p>The DoCA advised that the role of Accounting Officer should be taken on by the most senior executive within the organisation. He confirmed that the role should not be taken on by someone with a pre-existing financial or corporate role.</p> <p>In the light of this, TC proposed that the Interim CEO should take on this role once appointed and in post. Until then, TC proposed that Derek Trimmer should be asked to take on the role of Accounting Officer as a temporary arrangement.</p> |
| 002.5 | <p>Resolution</p> <p>Trustees agreed that the role of Accounting Officer would be fulfilled by the new Interim CEO once they were appointed and in post. They would not require a further Board meeting in order to confirm this decision.</p> <p>Trustees agreed that, as an interim solution, Derek Trimmer should be appointed as Accounting Officer with immediate effect. Trustees agreed that this arrangement would terminate immediately the Interim CEO takes up post.</p> |
| 002.6 | <p><i>Next steps</i></p> <p>TC confirmed that he would seek to issue further communication to staff, with the support of the DoCA, once the arrangements for the Interim CEO were confirmed.</p> |
| 002.7 | <p>Resolution</p> <p>Trustees agreed that the Co-Vice Chairs and the Chair, when she returns, should continue to work with the authority of the full Board in securing the Interim CEO solution and agreeing appropriate remuneration for that position and in leading communications with staff.</p> |
| | <p><i>The meeting ended at 17:30</i></p> |

M Beckett

Signed by Chair

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Date.....13th October 2021.....