

Meeting of the Academy Transformation Trust Board

20 July 2022

12:30pm to 15:00pm

Venue: MS TEAMS

Board members	Initial	Position
Pat Beanland	PB	Chair
Tom Clark	TC	Vice-Chair
Elaine Bonar	EB	Trustee
Tania Craig	TCr	Trustee
Diane Elleman (until 2.30pm)	DE	Trustee
Mark Gill	MG	Trustee
Alistair Milne	AM	Trustee
Attendees	Initials	Position
Richard Elms	RE	Interim CEO
Peter Wilson (item 002.1 only)	PW	ANFOD
Ed Thomas (item 002.1 only)	ET	Director of Operations
Amber Fitch	Clerk	Governance Officer

Minutes

ITEM	Detail										
001	Routine business										
001.1	<i>Apologies for Absence</i> Apologies were received and consented for Louise Jones & Carl Edwards. The meeting was quorate.										
001.2	<i>Declarations of interest for this meeting</i> There were no declarations of interest for this meeting.										
001.3	<i>Minutes of the last meeting</i> The minutes of the last meeting held on 18 <sup>th</sup> May 2022 were <b>agreed</b> as accurate and accepted, subject to the below amendment – <ul style="list-style-type: none"><li><u>Item 002.1b</u> – To correct ‘GAG funding’ to ‘LAG funding’</li></ul> <i>Action</i> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A01</td><td>To amend items 002.1b on the minutes</td><td>Clerk</td><td>After meeting</td></tr></table>			Action	Description of task	Who	When	A01	To amend items 002.1b on the minutes	Clerk	After meeting
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001.4	<i>Matters arising and actions</i> An update on actions was provided as follows, with all actions completed unless stated otherwise:										

	<ul style="list-style-type: none"><li>• <u>A26</u> – A review of the pace of training for Principals on the new financial model was still being considered.</li><li>• <u>A28</u> – RE reported that a Trust wide plan to reduce staff costs was being considered alongside the financial planning document and taking into consideration the 5% government pay increase announced on 19.07.22.</li><li>• <u>A30</u> – To check if a link to GVO on the Trust website.</li><li>• <u>A33</u> – The Chair advised that the following Trustees had agreed to the below link governor roles; this was ratified. Responses from outstanding Trustees would be chased in order to fill the 4 vacancies.<ul style="list-style-type: none"><li>○ AM – MCA &amp; GRE</li><li>○ MG – THA &amp; WES</li></ul></li><li>• <u>A35</u> – To chase any Trustees not accessing their ATT email account.</li></ul>																				
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002	Strategic Considerations																				
002.1	<p>CEO Report</p> <p>Trustees noted the Interim CEO’s report that had been shared prior to the meeting. RE, Interim CEO highlighted the below key points for Trustees –</p> <ul style="list-style-type: none"><li>a) <u>Ofsted</u> – The Ofsted summary evaluation document would be shared with Trustees via email following the meeting.</li><li>b) <u>Finance &amp; Operations</u> - PW, ANFOD &amp; ET, Director of Operations joined the meeting for this item. Trustees noted that the draft FRC minutes of 24.06.2022 &amp; 06.07.2022 had been shared prior to the meeting.</li></ul> <p>ET reported that the Trust had recently been in receipt of a £2m energy bill via ‘Ginger’. Following receipt, informal discussions had been held with the Chair and Vice-Chair of Trustees as well as ELT who felt that the bill should not be paid immediately as formal discussions were required at the full Board meeting today. ET highlighted that there had been a 350% increase in energy costs which was significant. Trustees raised concerns that there had been 3 FRC meetings during the summer term however concerns relating to energy costs had not been raised.</p> <p>PW reported that the Curriculum Led Financial Planning (CLFP) was moving forward, with no concerns. The Trust were finalising Job Descriptions for September 2022 and all current Finance Officers had been informed of their responsibilities going forward.</p>																				

	<p>Positive feedback had been received on the process during FOCSI meetings, including that from the ARC Chair.</p> <p>An operations update was outlined on pages 5 of the CEO report.</p> <p>c) <u>Staffing update</u> – Trustees noted the staffing update on page 6 of the report and noted that this had been discussed in detail at the SOC meeting on 19.07.2022.</p> <p><i>Action</i></p> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A06</td><td>To share the Ofsted summary evaluation document following the meeting</td><td>RE</td><td>After meeting</td></tr></table>	Action	Description of task	Who	When	A06	To share the Ofsted summary evaluation document following the meeting	RE	After meeting
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002.2	<p><b>Clarification and challenge</b></p> <ol style="list-style-type: none"><li>1. A Trustee asked who was leading on the implementation of the new MIS. It was reported that PW, ANFOD was leading on this with ET, Director of Operations supporting procurement and James Howell, Director of ICT supporting ICT.</li><li>2. A Trustee questioned if the 0.3% pay increase for teachers as outlined on page 2 of the FRC minutes 24.06.2022 was correct. PW stated that this should be corrected to read 3.9%.</li><li>3. A Trustee questioned if the pay increase for support staff as outlined on page 2 of the FRC minutes 24.06.2022 was correct. PW stated that this should be corrected to read 4.7%.</li><li>4. ET was asked to explain what a ‘30% flex’ in energy costs meant as outlined on page 4 of the FRC minutes 24.06.2022. ET reported that the Trust were on a fixed-energy contract with a 30% flex in pricing due to the use of solar energy.</li><li>5. A Trustee asked if the inflation rate of 4.7% as outlined on page 3 of the FRC minutes 06.07.2022 had been discussed with members of FRC. RE advised that this was the case as the Capital allocation plan 2022/23 had been shared for both the FRC meetings on 24.06.2022 &amp; 06.07.2022, which clearly outlined the allocations per academy and was subsequently agreed by FRC members on 06.07.2022. RE highlighted that the Capital allocation plan 2022/23 was a rolling 5-year programme based on individual academy condition surveys, with works prioritised in order of importance. He added that there was a £15m Capital liability in place for the Trust but that the items outlined on the plan exceeded these funds. <i>(A Trustee requested that the Chairs of the meetings on 24.06.22 &amp; 06.07.2022 be asked to formally approve the minutes to ensure accuracy surrounding discussions).</i></li><li>6. A Trustee asked if central staff had contacted alternative energy providers to compare energy deals / costs. ET advised that Ginger had been the Trusts energy provider since 2015 and they generally, offered the best energy prices compared to competitors. He added that there were no concerns relating to gas prices as the Trust were on a fixed contract for this energy. ET had explored a renewal in electricity costs with Ginger in September 2021 due to energy price increases and advice from Ginger was to explore this again in October 2021. Discussions were held with Ginger in October 2021 however prices were deemed to be too high at this time. In January 2022, electricity prices had decreased, and Ginger verbally agreed a 15% increase to current electricity prices on 09.02.2022, however by the end of February 2022, electricity prices had again increased so Ginger had been unable to lock-in the agreed 15% increase in costs. In April 2022, electricity costs again dropped, and a 15% increase was again verbally agreed. On 11.07.2022, the Trust were contacted by Ginger who advised that further</li></ol>								

	<p>increases in energy costs were expected, and they provided a quote of showing a £2.9m increase.</p> <ol style="list-style-type: none"> <li>7. On 13.07.2022, a bill reflecting this amount was received from Ginger and contact was made to raise concerns and explore alternative options over a 3-year period. The Trust budget had incorporated a 15% increase in energy costs following discussions with Ginger earlier in the year and their advice was followed at all times; prices had however not been formally agreed and had since increased resulting in the £2.9m bill being received.</li> <li>8. A Trustee asked for clarification that electricity costs had dropped in April 2022 but had again increased in July 2022; ET confirmed this was the case.</li> <li>9. A Trustee asked why no discussions had been held with Ginger between April – July 2022 to secure energy costs whilst rates were lower. ET advised that discussions had taken place with Ginger in April 2022, but they had advised at the time that they were unable to lock-in the 15% increase and would explore this. They did not raise any concerns with ET that this would not be possible. It was not until the bill was received in July 2022 that the Trust become aware that costs were significantly higher than previously discussed.</li> <li>10. ET was asked if he had obtained views from colleagues and Trustees following the discussions with Ginger on energy costs. ET advised that once the huge bill from Ginger was received, this was shared with PW &amp; RE for comment / information.</li> <li>11. A Trustee noted that there had been dialogue between ET and Ginger in early July 2022 and questioned why no action was taken until 15.07.2022 in relation to the energy bill received. ET reported that Ginger had contacted him at 5pm on 11.07.2022 and advised that they had been unable to lock-in the 15% price increase as previously discussed. The bill was then received on 13.07.2022.</li> <li>12. A Trustee asked for clarification that the bill from Ginger had not been received prior to the CEO interviews on 11 &amp; 12 July 2022. ET confirmed that the bill was received on 13.07.2022.</li> <li>13. A Trustee asked if the MAT procurement policy tied the Trust to the Ginger energy contract and if not, had other providers been explored since August 2021 when staff were aware that energy prices were due to increase. ET confirmed that alternative providers had been explored however stated that Ginger historically offered the lowest prices and sound advice. The procurement policy did not prevent other providers from being used.</li> <li>14. A Trustee asked if the FRC had been given information on the price comparisons between Ginger and other providers. ET stated that the Trust had always used Ginger as their energy provider. Comparisons had been made but Ginger generally offered the lowest prices.</li> <li>15. A Trustee again asked for clarification if information had been shared with FRC on the comparison work undertaken and if they had therefore agreed to continue to use Ginger. ET advised that the comparison information had not been shared with FRC members as Trustees had previously agreed to continue to use Ginger.</li> <li>16. Trustees relayed their dissatisfaction with the communications between the Trust and Ginger which had resulted in a significant bill now being received. ET again stated that Ginger had advised that they had tried to lock-in the agreed 15% increased but that they had been unable to. ET acknowledged that Ginger should have contacted the Trust once they were aware of this and provided alternative options.</li> <li>17. A Trustee asked if the Trust had been close to achieving the 15% energy costs increase (as set in the 2022/23 budget) at the time energy costs had decreased in January and</li> </ol>
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	<p>April 2022. ET believed that the Trust had managed to get to a 25% target at these times.</p> <p>18. Trustees questioned why FRC members had not been kept fully informed of the challenges with energy costs. ET advised that the FRC had been provided with valid advice at the time of the meetings in June and July 2022.</p> <p>19. Trustees noted the report issued by Ginger as shared prior to the meeting and questioned it's credibility, the lack of alternative options as well as no evidence being provided that the Trust had explored alternative providers. They felt that Trustees had not been provided with robust information to make a decision on how to proceed. ET acknowledged the concerns raised but highlighted that a delay in deciding how to proceed could result in further price increases.</p> <p>20. Trustees noted that discussions on energy costs had taken place at a previous Board meeting, and they felt that information / discussions with Ginger since September 2021 had not been relayed to the Board. They asked if information relating to the quotes obtained from alternative energy providers could be shared with Trustees following the meeting. PW stated that other MATs had been quoted between £4 – 11m for energy contract renewals on gas and electricity, depending on the length of the contract.</p> <p>21. ET was asked to confirm that the Trust had separate providers for gas and electricity. ET reported that gas prices had been secured with EDF.</p> <p>22. A Trustee asked for clarification that electricity prices had increased by £250k since 15.07.22; ET confirmed this was the case.</p> <p>23. A Trustee asked if electricity prices were similar via other providers; ET reported that this was the case.</p> <p>24. A Trustee asked if there was any evidence that the Trust had obtained electricity quotes from alternative providers. PW stated that comparisons had taken place with other MATs who had been quoted prices between £4 – 11m. Trustees stated that they required comparisons of energy costs against other energy providers and not other MATs; they therefore felt that the response from the Trust was insufficient in relation to the alternatives explored and felt that factual quotes were required in order to make a sound decision on how to proceed. ET noted the Trustee requests but highlighted that it was DfE advice for MATs not to come out of current contracts. He also again highlighted that a delay in deciding how to proceed could result in costs further increasing.</p> <p>25. A Trustee asked if there was any evidence of energy usage across the academies and how strategies were being mitigated. ET stated that costs per academy had not been detailed but actions were being taken at Trust level to reduce energy costs, i.e., installing LED lighting and solar panels at academy sites.</p> <p>26. Trustees noted that a 20% reduction in energy costs had been set by the Trust and they therefore felt that a detailed plan should be created to show how this would be achieved. They also questioned how 50% of energy was being used at night. ET stated that the 50% energy usage at academies meant when students were not on site, i.e., 2/3rds of the day. He added that it was difficult to quantify the impact of the actions being taken by the Trust to reduce energy costs but that any percentage of reduction would be an improvement. Trustees felt that an analysis of the actions being taken to reduce energy costs would be beneficial to ensure these actions were indeed effective; ET would action this.</p> <p>27. ET asked for clarification on the information Trustees required in order to make a decision on how to proceed with energy costs / provider. Trustees requested –</p> <p>a) Comparative energy costs from other energy providers</p>
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	<p>b) Cost implications and impact of installing LED lighting at academies, and other energy savings strategies</p> <p>c) Further explanation of energy costs at night</p> <p>28. The Interim CEO proposed that the 2022/23 budget be submitted to the EFSA as agreed by the FRC on 06.07.2022 but that the EFSA be informed that this was subject to change following the challenges / queries raised in relation to energy costs. It was noted that the deadline to submit the budget to the EFSA was 26.07.2022.</p> <p>29. A Trustee asked if the Trust had informed the EFSA of the challenges faced in relation to energy costs and the impact this had on the 2022/23 budget. RE reported that he had received an email from the Confederation School Trust today requesting an urgent response on the pressures faced relating to increased energy costs and staff pay increases. RE was hopeful that the DfE would release some funding to assist with these increased costs; but that this was not guaranteed, and the Trust would therefore plan based on worse-case scenarios.</p> <p>30. PW was asked if it was possible to ask the EFSA to extend the deadline to submit the 2022/23 budget to submit an accurate version. PW stated that this could be requested, if necessary.</p> <p>31. Trustees questioned why they were being asked to submit a budget to the EFSA that was inaccurate; they felt that this would be unethical. RE stated that electricity costs in the 2022/23 could be increased before submitting this to the EFSA but the EFSA could be informed that these are predicted costs only which were subject to change following Board discussions. Trustees felt that the 2022/23 budget should be amended to reflect the current financial position and predicted energy costs but that a summary be added as an appendix to explain the challenges faced. Trustees <b>agreed</b> the 2022/23 on this basis.</p> <p>32. A Trustee asked for clarification on the deadline set to complete academy condition surveys. ET reported that these were completed every 5-years on a rolling programme; with all academy surveys due to be completed by 31.08.2022. Capital allocations 2022/23 had been considered and agreed by the FRC this term.</p> <p>33. Following a question on the actions to address the heating at ICA Secondary, Trustees were advised that £65k had been allocated to address this and plans were in place to upgrade heating systems.</p> <p>34. Following a question on the implementation of MIS across primary academies, ET reported that this would be rolled out in October 2022 and that training schedules were under review.</p> <p>35. A Trustee asked if a 'critical friend' had been appointed to support the Trust with the implementation of MIS; ET advised that this was not in place.</p> <p>36. A Trustee thanked ET for his quick response to a query raised in relation to CAL.</p> <p>37. A Trustee asked if a breakdown of the staff costs outlined on slide 12 of the 2022/23 budget presentation considered by FRC on 06.07.2022 could be shared with Trustees following the meeting. This would be actioned.</p> <p><i>Action</i></p>
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002.3	<p><b>Resolution</b></p> <p>a) To update the 2022/23 budget to reflect the increases in energy costs and staff pay as of 20.07.2022</p> <p>b) To submit the 2022/23 to the EFSA by the required deadline</p> <p>c) To add an appendix to the 2022/23 budget explaining that this was subject to change following challenges with energy costs / providers</p>																												
002.4	<p><i>Update on local governance and proposals on changes to LGBs</i></p> <p>Trustees noted the governance report submitted by Sam Elms. Head of Governance providing an update on the clustering of LGBs following discussions at the last meeting. Trustees were pleased to learn the process was running smoothly and that 2 clusters (SUN / STA &amp; PHO / JUB) would come into effect in September 2022. Trustees noted however the challenges faced in relation to recruitment of local governors and the strategies being used to address this.</p>																												
003	<b>Performance – education</b>																												
003.1	<p><i>Verbal report from SOC on 19 July 2022, including key developments &amp; academy categorization</i></p> <p>The SOC Chair provided a verbal report following discussion held at the meeting on 19.07.2022 which included –</p> <ul style="list-style-type: none"><li>Increasing PAN numbers and financial impact</li><li>Staffing changes and effective monitoring of standards</li><li>Changes to Institute and increased focus on individual academies</li><li>Individual academy concerns, particularly relating to safeguarding and behaviour</li><li>Outcomes of recent FAR meetings; with there being no concerns at primary level except at RAV &amp; BEC</li></ul>																												

	<ul style="list-style-type: none"> <li>Improved outcomes at RAV in relation to Phonics and KS2. It was noted an Ofsted inspection at RAV was pending.</li> <li>MAT outcomes in Reading were strong. Maths outcomes saw a varied picture. Outcomes in Writing was a MAT and national focus. Outcomes for KIN &amp; SUN were above the national average.</li> <li>Outcome data 2022/23 was raw at this time and was subject to moderation.</li> <li>The support provided by the DfE to specific academies to address attendance issues. This had had low impact to date and would be subject to review for 2022/23, particularly for those academies with high persistent absence.</li> <li>The CSI process had been reviewed to include blueprints for behaviour, Curriculum and teaching and learning. These would be used as part of the FAR review process.</li> </ul>
<b>004</b>	<b>Performance – finance and operations</b>
004.1	<p><i>Report from FRC on 24 June 2022 &amp; 6 July 2022 including ratification of 2022/23 budget</i></p> <p>Discussed in item 002.1.</p>
004.2	<p><i>Verbal update on introduction of new financial model</i></p> <p>Discussed in item 002.1.</p>
<b>005</b>	<b>Risk and compliance</b>
005.1	<p><i>Risk register update</i></p> <p>The updated document had been shared. The ARC Chair highlighted the below key points –</p> <ul style="list-style-type: none"> <li>Feedback from the Board committees had been incorporated.</li> <li>Mitigation and management strategies had been included.</li> <li>Next steps would include identifying the risk and actions taken.</li> <li>The risk register was in line with those set for individual academies.</li> <li>An academy dashboard was being drawn up to identify any trends in risks and those of high priority.</li> </ul>
005.2	<p><i>Report from ARC on 15 June 2022 including safeguarding</i></p> <p>The minutes had been shared prior to the meeting. The ARC Chair highlighted discussions held surrounding the safeguarding data submitted by Sarah Bloomer, Director of Safeguarding and concerns raised by the committee due to high cases of sexual violence (45 reported cases) and rape (17 reported cases). MG, ARC Chair felt that Trustees should be made aware of the data and the support strategies in place to support survivors. It was also noted that a recommendation had been made for the Board to receive a safeguarding training update at the October 2022 meeting.</p>
005.3	<p><b>Clarification and challenge</b></p> <ol style="list-style-type: none"> <li>A Trustee asked if moderation processes were in place at Trust level on the use of CPOMS and consistent reporting / use of coding. RE stated that all academies did use CPOMS to record safeguarding concerns. The link Trustee for safeguarding added that categorizations of concerns were consistent across all academies however PHO had an additional code related to their work on physical interventions.</li> <li>A Trustee asked how many of the reported 17 rapes related to victims and how many related to perpetrators. They also questioned if clear definitions of different types of sexual violence had been shared with academies. RE advised that discussions had been held with SB, Director of Safeguarding following the ARC meeting on 15.06.2022 who advised that the number of reported safeguarding concerns had increased across the Trust due to increased reporting via students, who felt more confident in making declarations; this was a positive step forward. RE added that safeguarding reviews always included feedback from students for their views, including those on harmful</li> </ol>



	<p>sexual behaviours. RE stated that there would naturally be some inconsistencies in the use of CPOMS, but all academies had the same categories to choose from. He also stated that not all incidents happened on academy sites.</p> <p>3. A Trustees asked if the definition of rape related to penetration only. RE suggested that the Director of Safeguarding be requested to share sexual definitions via email with Trustees for information.</p> <p>4. A Trustee asked how academies supported survivors of sexual violence. RE reported that major safeguarding concerns were raised with the Interim CEO where necessary. Referrals were done via academies to the LADO, Social Workers and Police where necessary. All Designated Safeguarding Leads (DSLs) were fully trained, and academy staff were aware that safeguarding was the responsibility of all. Safeguarding signage was clearly displayed in all academies and clear reporting procedures in place.</p> <p>5. EB asked to be removed from the ARC as she had previously agreed to attend these meetings on an interim basis.</p> <p><i>Action</i></p> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A13</td><td>To request that SB, DoS share sexual safeguarding definitions via email for Trustee information</td><td>RE</td><td>After meeting</td></tr><tr><td>A14</td><td>To remove EB from ARC</td><td>Clerk</td><td>After meeting</td></tr></table>	Action	Description of task	Who	When	A13	To request that SB, DoS share sexual safeguarding definitions via email for Trustee information	RE	After meeting	A14	To remove EB from ARC	Clerk	After meeting
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006	Corporate matters												
	None.												
007	Matters for approval												
007.1	<p><i>Trust vision &amp; values</i></p> <p>The updated vision and values had been shared via email and were <b>AGREED</b>.</p>												

007.2	<p><b>Challenge &amp; clarification</b></p> <ol style="list-style-type: none"><li>1. A Trustee asked if the new vision and values had been discussed with the newly appointed CEO. RE advised that the new CEO was not yet in post, so this had not been possible; it was proposed to agree the new vision and values in the interim.</li><li>2. A Trustee noted that some sections of the Trust website had been updated to reflect the new vision and values, but some pages were still outstanding. This would be actioned.</li><li>3. A Trustee believed that the vision and values had been recorded the wrong way around; RE would investigate this.</li></ol> <p><i>Action</i></p> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A15</td><td>To ensure all pages on the Trust website included the new vision and values</td><td>RE</td><td>After meeting</td></tr><tr><td>A16</td><td>To ensure the vision and values were the correct way around</td><td>RE</td><td>After meeting</td></tr></table>	Action	Description of task	Who	When	A15	To ensure all pages on the Trust website included the new vision and values	RE	After meeting	A16	To ensure the vision and values were the correct way around	RE	After meeting
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007.3	<p><i>Trust SEF &amp; Improvement Plan</i></p> <p>RE reported that the SEF completed in April 2022 would be updated to demonstrate the progress made. Trustees noted the Trust Improvement Plan and felt that the success criteria should be expanded in some areas.</p> <p><i>Action</i></p> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A17</td><td>To review / expand the success criteria in the Trust Improvement Plan</td><td>RE</td><td>After meeting</td></tr></table>	Action	Description of task	Who	When	A17	To review / expand the success criteria in the Trust Improvement Plan	RE	After meeting				
Action	Description of task	Who	When										
A17	To review / expand the success criteria in the Trust Improvement Plan	RE	After meeting										
007.4	<p><i>Pay Policy 2022/23</i></p> <p>The policy had been updated to incorporate the feedback received from Trustees at the last Board meeting and had been reviewed by the newly appointed HR Director. The policy had also been reviewed alongside the Browne Jacobson model policy, which was deemed to be broadly in line with the exception of the 5-point upper pay scale (UPS) used by the Trust. Trustees <b>AGREED</b> the policy as circulated.</p>												
007.5	<p><i>Performance Management Policy 2022/23</i></p> <p>The policy had been updated to incorporate the feedback received from Trustees at the last Board meeting. Trustees <b>AGREED</b> the policy as circulated.</p>												
007.6	<p><i>Safeguarding Policy 2022/23</i></p> <p>Following discussions with SB, Director of Safeguarding it was proposed that this policy be deferred for approval at the October 2022 meeting to reflect the Keeping Children Safe in Education (KCSIE) 2022 statutory guidance which comes into effect on 1<sup>st</sup> September 2022.</p> <p><i>Action</i></p> <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A18</td><td>Safeguarding Policy 2022/23 to be agreed at the next meeting</td><td>Clerk</td><td>Next meeting</td></tr></table>	Action	Description of task	Who	When	A18	Safeguarding Policy 2022/23 to be agreed at the next meeting	Clerk	Next meeting				
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A18	Safeguarding Policy 2022/23 to be agreed at the next meeting	Clerk	Next meeting										

008	Any other business											
008.1	<i>Annual Safeguarding training autumn term 2022</i>  It was proposed that Trustees receive safeguarding refresher training via the new Director of Safeguarding at the October 2022 meeting.  Action  <table><tr><th>Action</th><th>Description of task</th><th>Who</th><th>When</th></tr><tr><td>A19</td><td>To arrange safeguarding refresher training to take place for Trustees at the next meeting</td><td>Clerk</td><td>Next meeting</td></tr></table>				Action	Description of task	Who	When	A19	To arrange safeguarding refresher training to take place for Trustees at the next meeting	Clerk	Next meeting
Action	Description of task	Who	When									
A19	To arrange safeguarding refresher training to take place for Trustees at the next meeting	Clerk	Next meeting									
008.2	<i>Verbal update on appointment of new CEO</i>  The Chair was pleased to report that a press release had been issued on 20.07.2022 announcing the appointment of Sir Nick Weller as the new CEO with effect from 01.11.2022.											
009	Confidential items											
009.1	Confidential minutes are recorded on a separate document and are available to Trustees <u>only</u> .											
	<i>The meeting ended at 2.42pm and Trustees went into confidential session at that point.</i>											

**Date of next meeting:**

Tues 11 October 2022

12:30pm to 15:00pm

Harvest Fields

Signed by Chair .....

*M Beadman*

....

Date.....11<sup>th</sup> October 2022.....

Action	Description of task	Who	When
A01	To amend items 002.1b on the minutes	Clerk	After meeting
A02	To review the pace of training for Principals on the new financial model	PW	After meeting
A03	To check if a link to GVO on the Trust website	Clerk	After meeting
A04	To chase LJ & CE for responses to link Trustee roles	PB	After meeting
A05	To chase any Trustees not accessing their ATT email account	Clerk	After meeting
A06	To share the Ofsted summary evaluation document following the meeting	RE	After meeting
A07	To amend page 2 of the FRC minutes 24.06.2022 to show a 3.9% pay increase for teaching staff	Clerk	After meeting
A08	To amend page 2 of the FRC minutes 24.06.2022 to show a 4.7% pay increase for support staff	Clerk	After meeting
A09	To chase LJ & CE to review the FRC minutes of 24.06.2022 & 06.07.2022 and share revised versions via email for information	Clerk	After meeting
A10	To analyse the effectiveness of the actions being taken to reduce energy costs and provide a report to the Board	ET	Next meeting
A11	To amend the 2022/23 to reflect cost increases in staff pay and energy costs and submit this to the EFSA by 26.07.2022 with an appendix outlining that the budget was subject to change due to the need to explore alternative energy providers	PW	After meeting
A12	To send a breakdown of the staff costs outlined on slide 12 of the 2022/23 budget presentation considered by FRC on 06.07.2022	PW	After meeting
A13	To request that SB, DoS share sexual safeguarding definitions via email for Trustee information	RE	After meeting
A14	To remove EB from ARC	Clerk	After meeting
A15	To ensure all pages on the Trust website included the new vision and values	RE	After meeting
A16	To ensure the vision and values were the correct way around	RE	After meeting

A17	To review / expand the success criteria in the Trust Improvement Plan	RE	After meeting
A18	Safeguarding Policy 2022/23 to be agreed at the next meeting	Clerk	Next meeting
A19	To arrange safeguarding refresher training to take place for Trustees at the next meeting	Clerk	Next meeting