



MINUTES of the BOARD MEETING

26 March 2019, 1.00 p.m. at Tolvaddon Business Park

Part A Public

Item	Subject	Action
	<p>Trustees present: Karen Bond (KB) Tom Briant-Evans (TBE) Mike Hosking (MH) – Chair Nick Lake (NL) Keith Tipler (KT) John Whetter (JW)</p> <p><i>Also present:</i> Jeremy Alder (JA) – Trust Secretary Mike England (ME) – Finance Director Simon Hague (SE) – CEO Tamsin Lamb (TL) – School Improvement Officer Fozia Prigg (FP) – Chair Pencoys LGB</p>	
1	<p>Apologies: none. MH welcomed FP to the meeting as a potential new Trustee.</p>	
2	<p>Conflicts of Interest: no additional interests declared.</p>	
3	<p>Previous minutes of the 4 February 2019 were accepted as an accurate record.</p>	
4	<p>Action Tracker / Matters arising</p>	
4.1	<p>Tracker 18.22 MH have access to budget team drive. Completed.</p>	
4.2	<p>Item 14.1 NGA membership. Reminder sent to LGB Chairs. Board subscription has now been renewed.</p>	
5	<p>Pool / Treleigh</p>	
5.1	<p>Treleigh. Formal application to join the Trust is now underway and expression of interest submitted to DfE. Currently aiming to join 1 October 2019.</p>	
5.2	<p>Pool. MH summarised the position as 'more complex' with a series of questions including school improvement, governance and finance. Trustees agreed the following resolution: "Subject to satisfactory Due Diligence the Board agreed, in principle, to Pool Academy and Treleigh CPS joining the Crofty MAT. The intention is to programme the transfers in a timely fashion by the end of the Autumn Term 2019. "</p>	

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5.3	<p>Pool's main concern is around our capacity for school improvement. Current proposal is a joint presentation from their Principal and TL to both Boards which outlines a joint plan on how it will work.</p> <p>TL confirmed that our SI partner has already made one visit.</p> <p>JW reported that he had met with both their Chair and Principal where this had been the main topic of discussion. He had confirmed that the SI process was improving and the Board had no concerns in this area, and stressed what a real opportunity a through MAT offers.</p>	
5.4	<p>Governance.</p> <p>MH confirmed that Pool were keen to have a role but he had pointed out there are no individual school 'representatives'.</p> <p>SH confirmed he is sounding out potential additions to the Board with secondary experience.</p>	
5.5	<p>Finance.</p> <p>ME reported the plan to commission an external Due Diligence review of both trusts is underway.</p> <p>Overall position will be heavily influenced by declining roll at Pool and their desire to retain staff to assist with school improvement.</p> <p>ESFA financial support. ME explained we are looking for ESFA to underwrite the risk that Pool's current reserves would not cover their deficit in the medium term. Without some form of support there is a clear risk to Crofty.</p> <p>ME reported agreement has been reached that Crofty should be involved in future strategic decisions but Pool retain the flexibility to work within agreed budget.</p>	
5.5	<p><i>Trustees asked if Crofty should be involved in the discussions with ESFA about financial support?</i></p> <p>SH confirmed we have shared our Heads of Terms arrangement.</p> <p>TBE suggested an informal approach to ESFA to negotiate an agreement which includes a caveat if certain circumstances occur after they join (eg no increase in roll).</p>	
6	RSC meeting	
6.1	<p>SH and MH reported back from their annual MAT review meeting with the RSC. Different tone to first meeting and generally positive with a focus on our capacity for school improvement. RSC was pleased we had used their MAT Self-Assessment Framework.</p> <p>We confirmed we had a plan to remove various overlaps within governance roles and discussed recruiting a Trustee with secondary experience from outside CPR area.</p> <p>Trustees discussed whether any Due Diligence external review of Pool's governance is needed and decided it is too soon for this exercise.</p>	
7	School Improvement	
7.1	Confidential item	
7.2	<p>Rolling reports.</p> <p>Trustees noted that schools are generally making progress and commented how they help highlight some significant variations between individual schools – eg. SEN and PP %.</p> <p>SH and TL commented that SILC reports suggests things are improving but we need the next assessment results to evidence this for Ofsted.</p> <p>TL cited Pennoweth as an example of where current observations indicate pupils are making good progress from exceptionally low starting points but this is not yet reflected in their data.</p>	

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	<p><i>Trustees asked why overall judgement for Lanner remains the same although the individual elements have improved?</i></p> <p>Main concern is overall leadership capacity apart from their Head. TL highlighted Treloweth as 'exceptional'.</p>	
7.3	<p>Lead Trustee report.</p> <p>JW summarised his report which shows progress is uneven across the MAT. His meeting with TL focussed on MAT priorities.</p> <p><i>Trustees asked if there is any correlation between attendance and this data?</i></p> <p>TL replied No but she has discovered not all schools are 'drilling down' far enough and this is being addressed.</p> <p>The Trust is reviewing options for Educational Welfare support including inhouse provision and using Pool's own EWO.</p>	
7.4	<p>SH shared the experience of another much larger local MAT (TPAT with 28 schools) who have shifted to reporting school improvement 'by exception' as a way of making this manageable for their board.</p> <p>Trustees discussed implementing something similar for Crofty – acknowledging that they should have the confidence in their leaders not to need to read everything in detail.</p>	
8	Safeguarding	
8.1	Confidential item	
8.2	<p>SH pointed out not he was not aware any school had failed Ofsted due to this issue. He confirmed management were aware of several issues arising from the external review.</p> <p>TL stressed that responsibility must remain with individual Heads and the Trust needed to avoid any over-reliance on the centre. She summarised plans already in place including:</p> <ul style="list-style-type: none"> • Urgent issues being addressed before Easter • Update training from the LA to be delivered for Heads and administrators in September to ensure practice aligns with latest Ofsted framework. • Follow-up audit visit by the LA with a 6 week deadline for Heads to address recommendations • Actions reported back to LGB who then confirm with Board • Further internal monitoring visit by the Trust in spring term 	
9	Capacity analysis / NOR	
9.1	<p>Trustees noted that the overall position for the trust was very satisfying, but EYFS and Y1 have over 40% of the empty places.</p> <p>SH pointed out how this impacts on funding levels across the schools and highlighted how for Pencoys this is making setting a budget more challenging.</p> <p><i>Trustees asked if this reflects parental perceptions of the school?</i></p> <p>FP commented that the appointment of a new Head is already having a positive impact, and more is being done to promote the school.</p>	
10	Budget monitoring	
10.1	Confidential item	
10.2	<p>Performance to January.</p> <p>ME expects budgets to be running very tight for the rest of the year and reported 4 schools are overspent at present.</p> <p>Staff costs are running over budget when sickness supply costs are included, but overheads are currently underspent.</p>	

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	Trust is expecting further income from the government for teacher pensions but we do not yet know about next year. Each school has built in a 1.5% contingency element but we should anticipate needing to draw upon this in future years.	
10.3	SH commented that it has been calculated that locally schools have effectively lost 8% of their income since 2013, when the national figure is <5%. NL added that at present there is an income differential across our schools of upto £500 per pupil which contributes to why some schools budget position is very tight. He reminded Trustees that the Trust will not be able to keep achieving the same savings on procurement and we may need to look at a more centralised approach to funding. ME confirmed Trustees should anticipate an increase in costs year on year, but added he has started looking at IT-related expenditure and initial work suggests there is potential for significant savings here.	
11	Governance Action Plan	
11.1	KB confirmed the latest version incorporates feedback from LGB Chairs and reflects the aim of distributing leadership of governance across the Trust. She reminded Trustees that the timescales were set prior to developments with Pool and Treleigh and need to be re-visited. The Chairs are keen to increase capacity of local governance by improving recruitment and some were pushing for a much greater use of social media to assist with this. MH reminded Trustees that the governance plan is part of a whole Trust plan and timescales need to reflect this.	
12	Members meeting 8 March	
12.1	JW fed back from the recent meeting which had included a discussion about “what has the Trust done for our schools?”	
13	AOB	
13.1	JA reported that the DfE have just issued a new version of their Governance Handbook and he will issue a briefing note on what has changed.	JA
14	Items for next agenda	
14.1	Pool update. Vice Chair appointment. Trustee appointments.	
	Dates of next meetings: 7 May LGB Chairs 14 May Board 7 June Members 2 July LGB Chairs 9 July Board	
	Meeting finished at 3.47	

Signed	Date
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