

HOLYROOD ACADEMY TRUST

Company Number: 7341523
A Company Limited by Guarantee
Registered in England

Minutes of a Trustees Meeting Held at Holyrood Academy On Wednesday 7th December 2016 at 5.30pm

PRESENT:

Ann Adams, Martin Brook, Ewan Cameron, Margaret Mercer, Paul Tuffin, Tina Coles (Company Secretary /Clerk), Paula Gibson (Minutes Secretary)

APOLOGIES: Amanda Broom, Stuart Cochrane, Matt Collins, Mac Davison, Roger Evans Jonathan Farey, Ruth Hobbs, Pauline Lamond, Dinah Mair.

1. WELCOME

AA welcomed all to the meeting.

1. APOLOGIES AND CONFIRMATION OF QUORUM

Apologies were received from Amanda Broom, Stuart Cochrane, Matt Collins, Mac Davison, Roger Evans Jonathan Farey, Ruth Hobbs, Pauline Lamond and Dinah Mair.

It was noted that a quorum was not present but for the purposes of this meeting a quorum was not required.

2. DECLARATION OF PECUNIARY INTERESTS.

No Pecuniary Interests were declared

3. MINUTES FROM 6th SEPTEMBER AND MATTERS ARISING

AA signed the minutes as a true and accurate reflection of the meeting held on the 6th September.

4. BOARD OF DIRECTORS

AA welcomed Paul Tuffin as a new trustee, and explained that Amanda Broom, Chard Town Council and Heather Burnett, Ave Valley Chair of Governors will also be joining the board of trustees.

5. PARTNERHIP AGREEMENT WITH AXE VALLEY AND AN UPDATE ON THE MAT APPLICATION

AA explained that this had originally been agreed until the end of December 2016 – the VLT (Vector Learning Trust) MAT application has now been deferred to the 23rd January 2017 as the Regional Schools Commissioner (RSC) has requested more detail on the Governance structure (including the skill sets of the Board) and the Scheme of Delegation. It was explained that a more standardised model is being

sought, and that model documents has been provided by the RSC - work will take place to bring the VLT model more in line with the one provided. This would allow for growth within the trust.

Further financial information was also requested from both schools including the deficit, it was noted that the RSC was not yet aware of the HA surplus. Information regarding the 6th Form was also requested, and MB / TC have already started to carry out work regarding the provision across both sites.

MB informed the meeting that 12 other MAT applications were rejected at the December Head teachers Board, and that he felt confident of a successful outcome at the 30th January meeting, with a view to the MAT being formed on the 1st April 2017.

Both schools are happy to extend the partnership agreement until the end of the Academic year or when the MAT is agreed, whichever is the soonest. The Joint Committee which met on the 5th December were happy to extend the partnership on the remit of both boards.

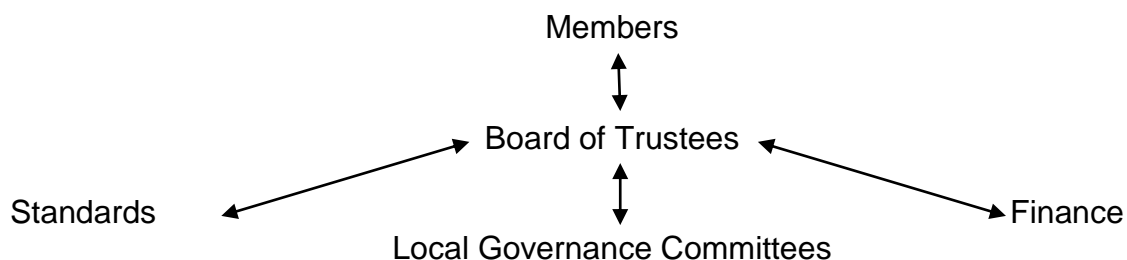
MB reported that Devon LA had recommended the sponsorship of AV by HA, and that the DfE had confirmed HA as their preferred supplier.

It was agreed that Members of the Trust is key, and AA and MB explained that a number of very experienced people have been approached with regard to joining at Member level, these included –

- Faith Jarrett – NLE, ex Head of a local Secondary School
- Suzanne Flack – NLE, Head of a local Primary MAT
- Brenda Steel – ex Head of Governor Services and an independent governance and education consultant
- A community member and someone with a financial background are being sought.

Similar expertise is also being sought at Trust level, which allows for strong and rigorous challenge.

All were reminded that the structure would stand as –



AA will circulate the revised structure before it being presented before the MAT approval board.

The new structure will be much more standardised and allows for common formatting.

AA will contact all with regard to them providing information regarding their background and skills.

MB explained that the Head teachers board was supportive but that the RSC required clarity of some issues, and she had suggested joining the local Primary Redstart MAT, this was not supported by either party due to lack of expertise on both sides.

A discussion took place regarding other schools in the local area and it was reported that other primary schools in the Axminster areas could possibly join the MAT as well as another local feeder school.

All agreed that growth should be holistic.

MB reported that the application was unlikely to be rejected as AV does require sponsorship, but that radical financial restructuring would be required.

6. REPORT FROM THE LGC (Local Governance Committee) TO THE TRUST

It was originally thought the MAT would be formed by January 17, which would allow for Trust level reporting. As the MAT will now not be formed until April 17 all will be required to attend the LGC meetings in the interim. Roger Evans will chair these meetings. This would allow for new Trustees to learn about HA before stepping into their new role.

It was noted that MM will be the Chair of Finance at Trust level and that SC will be Chair of F&GP at LGC level.

AA and TC will produce a detailed schedule of membership of each level including revised dates of meetings.

Trustees Responsibilities will be a strategic role including –

- Overall responsibility of all settings including the challenge of all LGC's
- Agree the budgets for LGC's
- Review and challenge of LGC reports
- Comparative challenge of all schools

RE reported via AA that the Head at HA was well respected by staff in his new role and that a good relationship had been built already between the Head and Chair of the LGC. It had been a good term, but some inconsistencies within T&L remained. Healthy challenge existed within the SLT but that individual relationships need to be developed.

7. JOINT SERVICE PROCUREMENT

As the MAT progresses there will be a move towards centralised services, which after the initial period would have significant cost saving implications.

Centralised Services could include –

- Finance and Payroll
- IT
- HR
- Premises and Health & Safety
- Marketing and
- Procurement.

MB was already investigating shared HR services which could be possibly shared with other MAT's.

Trustees' asked about Insurance, and TC confirmed that this was provided via the DfE risk protection arrangements.

8. FUNDING AGREEMENT

This will need to be agreed once the MAT application has been successful.

MEETING CLOSED AT 18.45pm

CHAIR:

Approved as a true and accurate record of the meeting;

..... Signed

..... Date

Action	By Whom	By When
Contact all trustees with request for information regarding background and skills	AA with responses from all	By Mid-January 17
Detailed schedule of membership of each level including revised dates of meetings to be circulated.	AA / TC	Asap