

**MEETING OF THE FINANCE & RESOURCES COMMITTEE**

**BOLTON IMPACT TRUST**

**FRIDAY 9 JUNE 2017 AT 1.30PM AT YOUTH CHALLENGE**

**Present:** Tony Grimshaw (TG) – Chair of Committee, Allan Slater (AS) and Paul Hodgkinson (PH) - Executive Principal

**In Attendance:** David Smith (DS) - Finance Director, Jemma Stamford (JS) – Business Manager Lever Park and Emma Stoddard (ES) – Clerk

**TONY GRIMSHAW IN THE CHAIR**

The meeting commenced at 1.00pm.

**1. WELCOME AND APOLOGIES FOR ABSENCE**

Trustees were welcomed to the meeting.

An apology for absence had been received from Mary Powell.

**2. DECLARATION OF INTEREST**

No declarations of pecuniary interest were made.

**3. NOTIFICATION OF ANY OTHER BUSINESS**

There were no items of Any Other Business reported.

**4. MINUTES OF THE LAST MEETING AND MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING**

**Agreed:** To approve the minutes of the extraordinary Finance & Resources Committee meeting held on Friday 10 March 2017

**5. FINANCIAL STRATEGY UPDATE**

**Revised Charging Strategy**

DS provided an update on the revised charging strategy that had been agreed for the Pupil Referrals Units within the Trust. Bolton Council had agreed to commission a minimum of 140 places, beyond this the Trust would charge £66 per day for a further 43 places. Charges would be incurred for above 183 places by assessing the individual cases.

The committee had agreed to charge £29,000 per place for Lever Park but as yet an agreement had not yet been made with Bolton Council. PH was due to meet with John Daly (Director of People) the following week to discuss this further.

#### **Changes to Young Mums Provision**

The Young Mums Unit had now rebranded as a Personal Learning Centre (PLC) and referrals from schools had already been received.

#### **Changes to Primary Provision at Youth Challenge**

Consultation was currently underway regarding the proposed closure of the Youth Challenge Primary provision from 1 September 2017. Trustees were informed that a proposal had been put to the Local Authority to try and keep the provision open but this would require approval from John Daly. DS stated that if a financially viable agreement could not be reached then the provision would need to close.

#### **Reduced Central Team Expenditure**

Trustees were informed that the Vice-Principal had retired early due to ill health and the role would be absorbed as an additional responsibility for one of the academy leads. The SEN teacher and Cognitive Behaviour post were to be made redundant as discussed previously.

#### **Additional places at Youth Challenge**

140 children were expected at Youth Challenge, although the provision was only funded for 80 places. PH stated that discussions had taken place with Secondary Head Teachers and John Daly regarding the provision being in a position to take children and stop acting on crisis.

#### **Additional places at Lever Park**

PH reported that the 10 additional proposed places at Lever Park, through the development of a social capital group, was currently on hold as it was felt that the main priority should be moving the academy to good.

#### **Increase the number of places at the Forwards Centre**

Trustees were informed that the number of places at the Forwards Centre had now increased from 40 to 45.

#### **Executive Principal's Update**

PH reported that he felt that the Trust now had a clear strategic view. The Chair asked if the Local Authority (LA) had now signed an agreement regarding the new charging structure. PH stated that the LA had signed up to 140 places at the Pupil Referral Units and the new funding mechanisms for these provisions. DS provided an update on the invoices submitted to the LA for Lever Park and explained that he had taken legal

advice as to how to proceed with this. The Chair suggested that the Trust could consider the services of an invoicing company. DS reported that this had been considered and although invoices may be chased more vigorously, the Trust would need to pay a charge for this service.

TG asked what measures had been put into place to engage with other customers other than the LA. DS stated that there would be capacity to offer places in the Pupil Referral Units once the Year 11 pupils had left, which would generate income. Once the figure exceeded 183 a decision would need to be made as whether to charge £66 per day or increase this price. DS explained that it was more complicated with Lever Park as pupils had to be in receipt of an EHCP to obtain a place, there could however be potential to sell places to other LAs but geographical location would need to be considered. PH stated that he felt the Trust had a moral responsibility to Bolton pupils first and foremost and that continued effort should be made to form an agreement with Bolton Council. The Chair stated that he felt the current business model was not working and the Trust should consider trading with other LAs.

Trustees discussed the revised charging strategy for Lever Park. PH reported that he was due to meet with John Daly on 28 June regarding five pupil places. Trustees agreed that these pupils should be accepted but at the new charge of £29,000 per pupil, with the caveat that invoices be paid promptly.

**Agreed:** That the recommendations made by the Finance & Resources Committee be presented to the Members' meeting (19 June) and the Risk & Audit Committee meeting (23 June).

### **Trust Prospectus**

The Chair asked if the prospectus was now ready. DS explained that the content was ready but he didn't want to proceed with printing these until the Trust name had been changed and this had been delayed due to purdah. A provision map had been created with the intention of schools choosing the level of support required prior to the pupil starting. This would also be used as a pricing matrix and any child requiring additional support would receive this at an appropriate rate. PH reported that the provision map could also be used when a child returned back to mainstream school and this had been discussed in more detail at the Standards Committee meeting.

PH concluded by stating that expansion had been discussed in the past but he felt that a strong Bolton model first needed to be consolidated before any expansion took place. However, changing the Trust name would provide capacity to do so in the future.

**6. FINANCIAL MONITORING REPORT – 2016/17**

Trustees had received the Financial Monitoring Report 2016/17 (Period 8 2017). The report outlined the projected financial position for the Trust, an analysis of the position for individual academies and an update on the work undertaken with regard to external funding.

DS reported that the secondee from Smithills School with responsibility for securing external funding had since secured alternative employment. However, the Trust had secured the services of a replacement who would continue to progress the programme of initiatives. In response to questions DS explained that this post would be on a trial period. A detailed external funding update had also been provided and it was noted that the £10,000 Awards for All bid for Lever Park had been confirmed as being successful.

TG asked if any progress had been made with Corporate Social Responsibility (CSR). DS reported that Youth Challenge was involved in the Fareshare / Tesco surplus programme. TG suggested that the new funding officer contact him for additional leads.

**Action:** TG and DS (meet with Funding Officer re CRS)

**7. BOLTON IMPACT TRUST – BUDGET REPORT 2017/18**

Trustees were directed to the Budget Report 2017/18, which outlined the proposed budget for 2017/18, the anticipated funding to be received and the assumptions behind income projections and the staffing establishment. The budget had been prepared based upon the agreements to address the financial deficit made by the Trust Board.

DS explained that the budget had also been prepared based upon several assumptions, one of which was that the Youth Challenge Primary provision would close. DS stated that if the provision did not close, following the proposal presented to the LA, this would not impact on the budget forecast as this would be counter-balanced. DS referred to Table 1 and reported that the proposed budget was based on Lever Park pupils being charged and paid at £29,000 per pupil. Although a deficit budget was forecast for 2016/17, this was expected to return to a balanced position by August 2018 and then maintain a surplus budget thereafter. A detailed Staffing Budget was also provided for Trustees' reference.

**Agreed:** That the Budget Report 2017/18 as presented be approved

**8. DATES OF NEXT TRUSTEE COMMITTEE MEETINGS**

PH reported that the accountability schedule was being finalised and dates for the 2017/18 academic year would be emailed to Trustees.

**Action:** Clerk (email dates to Trustees)

**9. CONSENT TO ABSENCE**

To consent to the absence of Mary Powell.

**10. ANY OTHER URGENT BUSINESS**

There were no items of Any Other Business.

**11. CONFIDENTIALITY**

PH reminded Trustees of the need for confidentiality around today's discussions and stated that the detailed reports circulated with the agenda should remain as confidential documents.

**Agreed:** That none of the matters discussed at this meeting be designated as confidential in accordance with the Academy's Memorandum and Articles of Association.

The meeting closed at 2.15pm

**SUMMATIVE ACTIONS:**

Minute No.	Responsible	Action
6	TG / DS	Meet with Funding Officer re CSR
8	ES	Email meeting dates to Trustees

**ITEMS FOR NEXT AGENDA:**

Signed as a correct record: \_\_\_\_\_ M. Powell

Date: \_\_\_\_\_ 17<sup>th</sup> July 2017

(Chair of Trustees)