

**BOLTON IMPACT TRUST**

**MEETING OF THE TRUSTEES AND MEMBERS**

**MEETING HELD AT THE BOLTON SCIENCE AND TECHNOLOGY CENTRE**

**ON WEDNESDAY 2 MARCH 2016 AT 1.00PM**

**Present:** Mr B Atkinson, Dr T Birch, Mr K Davies, Mr K Gribbin, Mr T Grimshaw, Mr P Hodgkinson, Mrs S Long, Mrs T Johnson, Mrs M Powell and Mr M Sidebottom

**In attendance:** Emma Stoddard (Clerk to Governors)

**Mr Sidebottom in the Chair**

**PART 1**

**1. WELCOME AND INTRODUCTIONS**

Everyone present was welcomed to the meeting and introductions were made.

No apologies for absence had been received.

**2. HISTORICAL CONTEXT**

PH provided the history and context of both the Pupil Referral Unit (PRU) and Lever Park School. PH also provided the background regarding academy conversion. PH reported that there was currently an Interim Executive Board (IEB) in place at Lever Park School with strong levels of accountability and significant progress had been made since the school had been placed in Special Measures. Lever Park School had received three HMI Section 8 visits and was due to receive another before Easter.

The PRU was due to convert to academy status on 1 April 2016 with a view to Lever Park School joining the Multi-Academy Trust (MAT) on 1 May 2016.

Mr Grimshaw joined the meeting.

**3. THE ORGANISATION**

PH provided information regarding Place Plus Funding and in response to questions explained that the highest number that the PRU had admitted was 212 with the least being 145 during the academic year. PH reported that he would need to discuss funding further with the Local Authority (LA).

PH provided an overview and the current Ofsted judgement for the four units within the PRU: Youth Challenge, Young Mums Unit, Forwards Centre and Park Teaching Services. PH explained the challenges that each unit currently faced which included increased capacity and funding concerns.

In response to questions PH explained that Special Schools and PRUs were not measured against the same framework as mainstream schools, however aspects of this were becoming increasingly apparent i.e. three levels of progress was now being considered. PH added that there was also more collaboration with mainstream schools and Lever Park currently worked very closely with St. James's High School which was an outstanding mainstream school and was also a Teaching School.

In response to questions PH reported that Bolton Impact Trust was only committed to supporting Lever Park to enable the provision to remain in Bolton. MP added that members and trustees would need to safeguard against the Multi-Academy Trust (MAT) growing too fast.

#### **4. PROPOSED GOVERNANCE MODEL FOR THE NEW TRUST**

The proposed governance model was circulated. PH explained that it was originally proposed that KD be a Member but this would exceed the 19.9% limit for LA Officers (including those recently retired).

MP asked SL to recommend a Mental Health practitioner to fill the Health vacancy. SL stated that she felt Equality and Diversity also needed to be a consideration and the Trust should be representative of the pupils that it served. PH provided a brief overview of the context of the PRU and Lever Park School. The profile was significantly White British with a small cohort of Gypsy Roma pupils. Members and trustees were invited to visit the provision on each site.

The Local Governing Body model and committee structure was discussed and consideration was given as to whether a Risk / Audit Committee and a separate Finance Committee were required.

KD left the meeting at this point.

Following a unanimous vote it was:

**Resolved:** i) That the Members of the Bolton Impact Trust be as follows:

Chair of Trustees

Tony Grimshaw

Kevin Gribbin

Sue Long

Bob Atkinson

ii) That the Trustees of the Bolton Impact Trust be as follows:

Tony Grimshaw

Mary Powell

Paul Hodgkinson

Mike Sidebottom

Tanya Johnson

Tony Birch

Keith Davies

Kevin Gribbin

Phil Hewitt – awaiting confirmation

2 Vacancies (1 x Health, 1 x Financial)

iii) That the proposed Governance Model be approved

**5. ROLES OF MEMBERS AND TRUSTEES**

This item had been discussed under the previous agenda item.

**6. QUESTIONS**

There were no further questions raised.

**PART 2**

**1. APPOINTMENT OF CHAIR OF TRUSTEES**

PH reported that Bolton Impact Trust needed to appoint a Chair of Trustees and provided a brief overview of the role. Members and Trustees discussed the role and MS proposed that MP be elected as Chair of Trustees. MP reported that she would be willing to accept this role but that consideration would need to be given to claiming expenses as this would involve a significant amount of travelling.

Following a unanimous vote it was:

- Resolved:**
- i) That Mary Powell be appointed as Chair of Trustees of Bolton Impact Trust
  - ii) That in her role as Chair of Trustees, Mary Powell also be appointed as a Member of Bolton Impact Trust

**2. APPOINTMENT OF PAY & PERFORMANCE COMMITTEE**

PH explained that the budget would transfer over to the Trust on 1 April 2016. In response to questions PH reported that there would be sufficient funds allocated in the budget to appoint a Finance Director and this needed to be a priority for the

Trust. TB reported that it would be a stable budget but all schools needed to be alert to the increasing costs including pay awards, pensions and national insurance contributions. PH reported that there was significant demand for the provision offered by the PRU and Lever Park School from high schools and numbers were not expected to be less than full capacity.

Following a unanimous vote it was:

- Resolved:**
- i) That the Pay & Performance Committee members be agreed as Mary Powell, Tanya Johnson and Kevin Gribbin
  - ii) That the Pay & Performance Committee be delegated authority to appoint the Executive Principal and Finance Director of Bolton Impact Trust including making decisions regarding salary and terms and conditions

### **3. TRUSTEES MEETING WITH SOLICITORS ON 7 MARCH 2016**

Representatives from Browne Jacobson were meeting with the PRU Management Committee on 7 March 2016 at 4.00pm and had also requested to meet with three Trustees at 2.30pm.

- Agreed:** That Mary Powell, Tony Grimshaw and Tanya Johnson (and Paul Hodgkinson) meet with the Browne Jacobson at 2.30pm on Monday 7 March 2016

### **4. DATES OF NEXT MEETINGS**

- |                         |   |
|-------------------------|---|
| Meeting of the Trustees | Monday 18 April 2016 at 1.30pm<br>Venue: Lever Park School, Horwich, Bolton                 |
| Meeting of Members:     | Tuesday 17 May 2016 at 10.30am<br>Venue: Youth Challenge (Smithills site)                   |
| Site Tours:             | Thursday 14 April 2016 at 10am meeting at Youth Challenge (K Gribbin, M Powell, K Davies)   |
|                         | Thursday 21 April 2016 at 9.30am meeting at Youth Challenge (S Long, B Atkinson, T Johnson) |

5. **ANY OTHER BUSINESS**

5.1 **Funding**

In response to questions PH explained that the Trust could not operate on a deficit budget. There had been discussions to create an additional 20 places within Youth Challenge and PH reported that he was trying to raise the funds centrally so not to create more pressure on the high needs block. TB reported that there was currently £1 million overspend on high needs. In response to questions it was noted that the permitted carry-forward limit from the LA would not apply to academies.

6. **CONFIDENTIALITY**

**Agreed:** That none of the matters minuted at this meeting be designated as confidential under Regulation 15(3) of the School Governance (Roles, Procedures and Allowances) Regulations 2013.

The meeting closed at 3.00 pm

It was noted that a meeting of the Pay & Performance Committee would be held immediately following this meeting.