

MEETING OF TRUSTEES OF BOLTON IMPACT TRUST

MEETING HELD VIRTUALLY VIA ZOOM

TUESDAY 29 MARCH 2022 AT 4.00 PM

Present: K Davies (KD) – Chair of Trustees, T Grimshaw (TG), S Hincks (SH), Paul Hodgkinson (PH) - Executive Head Teacher, D McKeon (DMc), and M Sidebottom (MS)

In Attendance: V Gavin (VG) – Business Development Manager, R Leonard (RL) - Vice-Principal, D Smith (DS) - Finance Director, E Stoddard (ES) – Clerk to the Trust and A Woosey (AW) – Director of Standards

KEITH DAVIES IN THE CHAIR

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed Trustees to the meeting.

Apologies for absence had been received from J Bennett (JB) and P Norton (PN).

2. DECLARATION OF INTEREST

No declarations of pecuniary interest were made.

3. ANY OTHER URGENT BUSINESS

No items of Any Other Business were notified.

4. MEMBERSHIP

Trustees were advised that work continued to fill the Trustee vacancy on the Board.

5. MINUTES OF PREVIOUS MEETINGS AND MATTERS ARISING

Agreed: To approve as a correct record the minutes of the Trust Meeting held on Tuesday 14 December 2021 and the Extraordinary meeting held on Friday 18 March 2022

Matters Arising

Tuesday 14 December

Finance Update (Minute Number 9)

A Trustee asked if there was any update on the Capital Bid Report. DS advised that the Trust would not know the outcome until later in the summer term.

Friday 18 March 2022

Park School Review (Minute Number 4)

A Trustee asked if there had been any responses to the consultation. PH advised that there had been no responses which would significantly alter the proposals.

6. COMMITTEE MEETING MINUTES

Agreed: To approve as a correct record the minutes of the Standards Committee Meeting held on Friday 4 March 2022, the Finance & Resources Committee Meeting held on Friday 4 March 2022 and the Risk & Audit Committee Meeting held on Friday 18 March 2022

Matters Arising

There were no matters arising from the committee minutes, which were not already included on today's agenda.

7. EXECUTIVE PRINCIPAL'S SPRING TERM UPDATE

The Executive Principal shared his spring term 2021 update. The main sections of the report included:

- Introduction
- Pupil Numbers and 2022-23 allocations
- Around the Academies
- Partnership work and facing outwards
- HR and Wellbeing
- Wellbeing Survey Headlines
- Training and CPD
- Support for Lever Park Leadership

Introduction

The Executive Principal reported that Covid seemed to have peaked over the Christmas period and had since settled down. Staff were still testing twice weekly and other measures had remained in place. MS stated that after 1 April 2022 there would be no requirement to isolate and asked how the Trust would respond to this. PH stated that it was likely that the 5 days isolation and 2 negative tests would continue.

VG had returned from maternity leave and DS was now working back in the office so the Central Team was robust. PH stated that he was now able to be more visible throughout the Trust.

Pupil Numbers and 2022-23 allocations

PH advised that all academies within the Trust were full or almost full.

PH stated that a 13-week consultation was taking place within Alternative Provision and BIT would be engaging in the consultation. In response to questions PH stated that he hoped the outcome of the green paper would provide more stability for AP and SEND provisions.

Around the Academies

The Board of Trustees, having designated details of the discussion that followed as confidential in accordance with Article 125 of the Articles of Association, this information is excluded from these minutes.

SH asked whether staff dealing with SEND children received extra training and if this was also shared with other schools. RL explained that enhanced safeguarding training was provided to BIT staff, and this took place every 3 weeks throughout the school year. The training covered every aspect of Keeping Children Safe in Education and covered some aspects in greater depth. RL stated that she was very confident in the levels of training provided. The DSL also sat on several LA boards and panels and was alert to all local safeguarding issues. This meant that expertise could also be shared. SH asked how the Leadership Team monitored the safeguarding culture within the Trust. RL advised that she conducted termly safeguarding visits across the Trust and feedback was provided to Trustees on the Standards Committee. Safeguarding was covered in detail in the staff induction, all staff were required to sign the safeguarding policies and checks were made to ensure these had been read and understood. SH asked whether the onus would be on the LGB or Trust to evaluate the culture on reporting untoward practices. RL explained that each LGB had a Safeguarding Lead Governor (often the Chair), and Local Governors spent a lot of time in the Academies. Discussions had taken place with JB, Chair of the Risk & Audit Committee, with regards to the role of Trustees in Quality Assurance as it was felt that this could be improved particularly with regards to safeguarding. Safeguarding was now a standing item on the Standards Committee termly meetings and any high-risk areas were referred to the Risk & Audit Committee. It was suggested that there could be a different safeguarding theme for each meeting, RL stated that this could link with the themes on her safeguarding visits. PH stated that the Section 8 handbook stated that 'inspectors would expect schools to assume that sexual abuse / violence / behaviour was happening', therefore all academies needed to be competent in this area and this would be checked by the SLT.

Youth Challenge Secondary was strong in all areas, particularly the curriculum. The academy offered high quality provision supported by a strong leadership model.

The Forwards Centre continued to look at best practices and theories, resulting in a calm, warm environment. The SEF judgement was currently 2 but was likely to change to 1.

M Smith had returned from maternity leave at Lever Park. The school farm continued to be very therapeutic for students and great work was taking place on the Sports Leader Programme.

The leadership team at Park School had made a good start and PH stated that he expected there to be a strong core team in place moving forward.

Partnership work and facing outwards

PH provided an overview of the partnership and facing outwards work. An update on Outwood Grange would be provided under agenda item 9.

HR and Wellbeing

PH reported that a new Academy Lead had been appointed at Youth Challenge and had made a great start. All Academies had worked hard on Wellbeing and Trustees were directed to the wellbeing activities included in the report. The Wellbeing Survey Headlines were also provided for Trustees' information.

Training and CPD

BIT staff were being provided with skills to be leaders of the future and this included office staff. Several staff were scheduled to attend the next Future Leaders Course.

Support for Lever Park Leadership

The Board of Trustees, having designated details of the discussion that followed as confidential in accordance with Article 125 of the Articles of Association, this information is excluded from these minutes.

Agreed: That the Executive Principal's update be received and noted

8. FINANCE UPDATE

Financial Monitoring Report – Spring Term 2021/22

Trustees were directed to the Spring Term Financial Monitoring Report which outlined:

- The final monitoring position (both revenue and capital) for the 2021/22 year, based upon transactions that have occurred in the period 1 September 2021 to 28 February 2022.
- The Trust's cashflow position as at 28 February 2022, including monthly cashflow predictions up to August 2023.
- The Three-Year Forecast for the Period 2020/21 to 2023/24
- The Trust's Balance Sheet, as at the 28 February 2022.

DS advised that there were no significant changes to the last report. Trustees were directed to the Spring Term Financial Monitoring Report and advised that the information shown demonstrated that the Trust was currently anticipating an outturn surplus totalling £204,000, which was £137,000 less than the original budget. An overview of the significant variances was provided, the main challenge being Youth Challenge.

DS advised that there had been no price increase to the DPS in the last three years, so an inflationary increase had been included in the cashflow. This would include splitting the price charged for KS3 and KS4 pupils and would require discussions with the LA. A Trustee asked if the Trust was still tied into the current prices. DS advised that the original contract was for 2 years plus 1 year so this was an opportune time to increase prices. Trustees agreed that a price increase was crucial to support the budget due to the significant pressures caused by the rise in energy costs and national insurance costs.

Agreed: That the Spring Term Financial Monitoring Report 2021/22 be received and noted

9. IMPACT ACADEMY WORKSOP UPDATE

PH provided an update on the progress so far with regards to finding suitable premises for Impact Academy Worksop.

TG asked if there had been any movement on the discussions regarding the longer-term contract with OGAT as this would also help secure better premises terms. TG added that a conditions survey would also be required. PH reported that he and RL

were visiting OGAT on Thursday and an update would be provided to Trustees. DS confirmed that a conditions survey would be included as part of the process.

10. PUBLICATION OF STATUTORY INFORMATION ON ACADEMY WEBSITES

All academies and free schools should check their funding agreement to establish what information they must publish on their website. In addition, there were publishing requirements set out within the Equality Act 2010 and Children and Families Act 2014, with which Academy Trusts must comply.

The accompanying agenda note provided an overview of those requirements and the further information that the DfE recommends that are published on the website. Many academy trusts are under a duty to publish much of this information, due to clauses within their funding agreements. The information provided related to the DfE guidance of 'What Academies, Free Schools and Colleges should Publish Online', last updated in February 2021. DS advised that the LGBs had conducted checks of the website.

11. DATES OF NEXT MEETING

Trustees were reminded of the agreed meeting dates for 2021/22:

Trust

Tuesday 12 July 2022

Standards & Finance

Friday 10 June 2022

Risk & Audit

Thursday 23 June 2022

All meetings to be held virtually.

12. CONSENT TO ABSENCE

Agreed: To consent to the absence of J Bennett and P Norton

13. ANY OTHER URGENT BUSINESS

There were no items of Any Other Business.

14. CONFIDENTIALITY

Agreed: That the following items of discussion at this meeting be designated as confidential in accordance with the Academy's Memorandum and Articles of Association:

Minute Number 7 - Executive Principal's Spring Term Update:

Around the Academies – 1st and 2nd paragraph

Support for Lever Park Leadership

With no further business the meeting closed at 5.15 pm

Signed as a correct record: _____

Date: _____

(Chair of Trust Board)

ACTIONS

Minute Number Person Responsible Action Required