



Minutes of the Southernly Point Co-operative Multi-Academy Trust Board Meeting



**Tuesday 28th June 2022, from 6.30pm,
in the Trust Conference Room**

<u>ATTENDING :</u> Mark Blackman Clare Kendle Will Smith In Attendance Sean Pinhay Karen Teague [Trust Administrator / Clerk to Trust Board]		MBI CKe WSm SPi KTe
<u>APOLOGIES :</u> Karen Bond		KBo
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>The Chair welcomed all those present.</p> <p>It was formally recognised that, since the last scheduled meeting of the Trust Board:</p> <ul style="list-style-type: none"> • CKe and KBo had been appointed to the role of Trustee; • RCo, KHa, RHo and DPo had resigned from the role of Trustee; • MBI had been appointed to the role of Interim CEO, Accounting Officer and Ex-Officio Trustee; • TRi had stepped down from the role of Interim School Improvement Director and Interim Accounting Officer. <p>Two further Trustee recruitments were also in train.</p> <p>Under Declarations of Pecuniary Interests, no additional declarations were forthcoming at this time.</p>	
4.	<u>MINUTES AND MATTERS ARISING</u>	
	<p>The minutes of the meeting of the Trust Board on 19th May 2022 were agreed to be an accurate record and were duly signed by the Chair.</p> <p>Matters arising included updates on:</p> <p>School Improvement Monitoring. This would be covered off in CEO Report. See also Item 7 below.</p> <p>High Level Management Accounts. While the action around these had been superseded by circumstances to some degree, the Trust Board was to ensure that – as a minimum - the CFO and Chair would meet to scrutinise these on a regular basis to ensure compliance with the Trust’s obligations in this respect.</p> <p>Testing of Budget Assumptions. This would be covered off at the July meeting of the Trust Board, as would the approval of school budgets.</p> <p>All other actions had been completed.</p>	SPi

5.	<u>RATIFICATION OF FINANCE & RESOURCES / STANDARDS / C-SAW COMMITTEE MINUTES</u>	
	<p>The C-SAW Committee had met on the afternoon of 28th June 2022, where the minutes of the meeting on 3rd May 2022 had been approved.</p> <p>The Finance and Resources Committee had met immediately before the current meeting, where the minutes of 10th March 2022 had been approved.</p> <p>Trustees ratified these minutes.</p> <p>The minutes of the Standards Committee meeting on 24th March 2022 had been shared with Committee members and Trustees following that meeting but had not yet been formally approved. As the Committee was no longer to meet in its past format, Trustees were asked to approve these minutes in lieu. All actions that remained pertinent in the current circumstances had been completed.</p> <p>Trustees approved these minutes.</p> <p>Review of Committee Structure</p> <p>Due to the current extenuating circumstances, the speed at which decisions would have to be made and the work that would need to be done over coming months to ensure as smooth a transfer as possible to the new Trusts, it had been necessary to review the position of Committee meetings. It had subsequently been agreed the current pattern of Trust Board / Trust Board Committee meetings would no longer be workable to achieve what would be required of the Trust in the next six months. Instead, Trustees would meet more regularly to cover off the Trust's obligations around finance at one meeting and then all other matters at a further meeting, and the Trust schools would receive more regular feedback on their financial position.</p> <p>Members of the CSAW Committee were afforded the option to continue to meet as a Committee as part of Trustees' obligation to the Church schools within the Trust. However, Committee members agreed that - as the focus from September onward would increasingly be on building relationships and links with the receiving Trusts in readiness for the formal transfer of schools in the Spring term – the Committee would no longer meet in its current form. It was reiterated the support of the current Trust would still be there during this process and Headteachers were welcome to call on this at any time.</p>	
6.	<u>LOCAL GOVERNING BODIES</u>	
	<p>Matters Arising from LGB Meetings. No matters to be raised with the Trust Board had been shared by LGBs on this occasion. The ongoing consultation meetings and the Chairs' Network Group meetings had all enhanced the flow of communication between the Central Team and stakeholders.</p> <p>Governor Training Attendance. Ofsted for Chairs training, Induction for Those New to Governance training and a session on Governance for those already involved in the governor role had taken place during May 2022. A further session on Monitoring for Governors was scheduled to take place shortly. Trustees recognised attendance at these training sessions showed the investment at LGB level was really there, which would be important for the schools as they moved forward.</p> <p><u>Q. How are the trusts approaching LGBs?</u></p> <p>A. The LGBs of schools transferring to Crofty and TPAT will move across in their current form. Aspire do not have LGBs but rather a hub council model, whereby two governor representatives from each school within a particular hub sit on its hub council. The focus of hub councils is on monitoring, review and challenge to improve outcomes. It might be necessary for that model to be readdressed going forward, as the Trust continues to grow, but this is the current approach.</p> <p>Trustee feedback from LGB Meetings. Not applicable on this occasion.</p> <p>Forums / Forum Member. Not applicable on this occasion.</p>	

	<p>Pen Portraits of Prospective Governors. The Pen Portraits of BHu [Helston LGB], CSc [Sithney LGB], RMCD [Mullion Secondary LGB], RMI [Sithney LGB] and WCo [Sithney LGB] had been approved by Trustees via email.</p> <p>KTe had sent / would send a letter to formally confirm these appointments.</p>	KTe
7.	<u>CEO REPORT</u>	
	<p>A CEO Report had been shared with Trustees prior to the meeting for their information. Trustees were then to be asked to receive this report and make comment or seek clarification, as appropriate, during the meeting. The report included:</p> <ul style="list-style-type: none"> • Summary • Recommendation • Report <ul style="list-style-type: none"> ◦ Update on Consultation Meetings ◦ Schools Transferring from the Trust ◦ School Improvement Update ◦ Central Staffing Update ◦ Procurement of Legal Work for Trust Transfers ◦ Staffing Update for Schools • Financial Implications • Wellbeing / Health Implications • Risk Assessment • Equalities Duty Impact <p>Appendices included:</p> <ul style="list-style-type: none"> • Summary of School Development Plan Targets • Summary of Consultation Feedback <p>Salient points from the report were sought and discussed.</p> <p>Update on Consultation Meetings</p> <p>The schedule of consultation meetings had all but finished and summative feedback from these had been collated for the RSC. It was not likely any changes would be made to the RSC's proposal as feedback had been positive for the most part.</p> <p>Schools Transferring from the Trust</p> <p>TUPE meetings had taken place / were due to take place at Crowan and Wendron C of E Schools respectively.</p> <p>School Improvement Update</p> <p>School improvement had been firmly lodged as a new piece of work for the CEOs of the three receiving Trusts from next term. Trustees' attention was directed to the distilled list of priorities identified by Headteachers when asked to provide their initial School Development Plan targets for 2022-23. It had been a change for Headteachers to write their SDP before the summer break but this had served to highlight the areas for future work and would hopefully allow things to progress more quickly.</p> <p><u>Q. When the receiving Trusts engage more fully in School Improvement next term, will there be any budget implications ?</u></p> <p>A. I genuinely think the receiving trusts just want to get into their new schools and start working with them as this will be to the benefit of all parties.</p> <p><u>Q. Will we need to have a Memorandum of Understanding [MoU] for the CEOs' work with our schools during this period?</u></p> <p>A. We will frame what work is going to be done so this remains on target and so a measured approach is assured. Initially, this will involve identifying / agreeing priorities for the School Development Plans and beginning work on these. Work will be monitored against those plans and it will also be necessary to ensure the impact of this is being measured. Alongside this, due diligence work will also be taking place.</p> <p>It was agreed that, if possible, it would be preferable to avoid an MOU. However, MBI should observe and check progress so that, if at any stage it became necessary to pull one together,</p>	

	<p>WSm could share examples the Trust could reference.</p> <p>SPi advised Trustees it had been made clear the budgets would be the remit of the current Trust until such time as the schools transferred.</p> <p>MBI reported that School Improvement work for the secondary schools brokered with Dartmoor MAT was now winding up.</p> <p>Central Staffing Update</p> <p>Initial meetings with the receiving Trusts had been arranged for Central Team members.</p> <p>Procurement of Legal Work for Trust Transfers</p> <p>Initial conversations were being had around quoting for work on transfers to the three receiving trusts. Trustees would be asked to approve the appointment of appropriate legal advisers once confirmation of the final decision by the RSC had been received.</p> <p>Staffing Update for Schools</p> <p>See Confidential Notes SPCMAT/22/08 CON.</p> <p>Any further questions were sought but none were forthcoming at this time.</p>	
8.	<u>POLICIES</u>	
	<p>Approval by the Trust Board was sought for the following reviewed policy, shared with Trustees prior to the meeting and recommended for approval by the Finance and Resources Committee:</p> <ul style="list-style-type: none"> Investment Policy <p>Trustees formally ratified the policy.</p>	
9.	<u>HEALTH AND SAFETY UPDATE</u>	
	<p>Brief mention was made of an ongoing minor settlement for the information of Trustees.</p> <p>There were no further health and safety updates to be shared on this occasion.</p>	
10.	<u>SAFEGUARDING UPDATE</u>	
	<p>It was noted it would be necessary for a member of the Trust Board to take over the role of Safeguarding Trustee previously held by RHo. MBI had been acting in this capacity as an interim measure but a longer term solution was required. As KBo had a great deal of safeguarding experience, it was proposed she would be an ideal candidate for this role. Agreement was unanimous so KTe was to speak with KBo to ask if she would be willing to take over the role with immediate effect and make any necessary arrangements for this.</p> <p>There were no further safeguarding updates to be shared on this occasion.</p>	KTe
11.	<u>ANY OTHER BUSINESS</u>	
	<p>WSm acknowledged the work of SPi, KTe and other members of the Central Team had been exemplary in extremely difficult circumstances and the RSC had been reassured by this competency. Thanks were offered on behalf of the Trust Board.</p> <p>There were no further matters for consideration so the meeting was brought to a close at 7.00pm.</p>	
12.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>The next meeting of the Trust Board was to take place on 19th July 2022, from 7.00pm, in the Trust Conference Room.</p> <p>Thereafter, meetings were to take place on:</p> <ul style="list-style-type: none"> 23rd August 2022 20th September 2022 	

	<ul style="list-style-type: none">• 18th October 2022• 15th November 2022• 13th December 2022	
--	--	--

Chair's Signature _____ Date _____