



**Minutes of the Diverse Academies Trust meeting
held on Wednesday 11 July 2018 at Retford Post 16 Centre
after the DALP Board meeting**

Membership			
A = absence	Trustee name	initial	Trustee
	Mr J Rolph	JR	Trustee & Member (Chair of the Board)
	Mrs M Blore	MB	Trustee & Member
	Mr M Quigley	MQ	Trustee
A	Mr S Jones	SJ	Trustee

In attendance:

A = absence	Staff/in attendance	Initial	
	Mrs A Elway	AKE	Clerk/Company Secretary

Item No	Item	Action/ by who/ when
DAT/56/1718	Apologies for absence Apologies for absence were received and agreed from Mr Jones due to work commitments.	
DAT/57/1718	Declaration of interest Mr Quigley declared a possible interest depending upon discussions about Walton Girls High School and Retford Post 16 Centre.	
DAT/58/1718	Trust Membership It was noted that since the last meeting Mrs Clinton had resigned as a Trustee due to her leaving the organisation. Mr Pickering had decided that he will not be a Trustee following his return from secondment. It is hoped that the advert via Academy Ambassadors to find new Trustees/Member will be successful. Mr Rolph suggested writing to all DALP governors to ascertain if anyone would like to become a DAT Trustee. This would entail them resigning as a LAB governor. It was agreed that this should happen and any applicants should be asked to forward a CV and covering letter to Mrs Elway, or apply via Academy Ambassadors.	
DAT/59/1718	Minutes of the meeting dated 6 June 2018 The minutes of the meeting, having previously been received were agreed and signed by the chair.	
DAT/60/1718	Matters arising <i>DAT/53/1718 QEA Lease update</i> Mrs Elway had been advised by Mr Holmes that the subject of the QEA lease had been raised with the Chair of the QE Trustees and he had agreed to contact his solicitor to move things forward.	

<p>DAT/61/1718</p>	<p>Any approval for Retford Post 16 Centre Update given at the DALP Board meeting. Mr Quigley advised that Elizabethan Academy (EA) had been stripping assets from the Retford Post 16 building. Trustees were unsure whether an asset register is in place to ascertain which partner owns which items. Mrs Elway was asked to email Dave Cotton and ask him to find out what the situation is and advise EA to stop removing items in the meantime. Should this continue, it was suggested that a letter from a solicitor might be required. Post meeting note – update attached to the minutes Mr Quigley also advised that the collation of asset registers have been discussed in detail at the Audit & Risk Committee and whilst there is movement to move towards completion, the committee remain unhappy with the process. He will continue to follow this up future meetings.</p>	<p>AKE- DC</p> <p>MQ-A&R</p>
<p>DAT/62/1718</p>	<p>Any decision (s) to be approved following DALP Board meeting None</p> <p>Mrs Elway advised that a Corporate Governance Review had taken place for the 3 days preceding this meeting. The auditor had visited 4 academies and spoken to the Principal, Clerk and Chair of Governors/Governors at each. Verbal feedback had been positive and it is hoped that the auditor gives assurance that TPA/TA/NCEA are still at the level they were when they achieved Governor Mark 3 years ago. This will save them from re-applying for the award.</p> <p>Mrs Elway also advised that Chair of Governor elections are likely to be taking place in some academies at the end of this term or the beginning of next as 2 year terms of office will be coming to an end. Trustees spoke about each Chair of Governors and confirmed that they had no specific issues with any. It was noted that most are likely to be re-elected. Mrs Elway suggested that the clerks advise her when local elections have taken place, following which she will send an email to Trustees for approval before a confirmation letter of appointment is sent to the individual.</p> <p>Post meeting note- Rev Greg Price (TA) and Mike Quigley (RO) had been appointed for a further 2 years and Catherine Burn (TPA) had been reappointed until June 2019 when her term of office as a governor expires. Letters will be sent to all 3.</p>	<p>AKE</p>
<p>DAT/63/1718</p>	<p>Determination of confidentiality of business and Equality Act consideration Governors considered whether anything discussed during the meeting should be deemed as confidential and whether during their discussions any equal opportunities issues have arisen. It was Resolved That there were no confidential items discussed at this meeting, but discussions for each agenda item, if deemed confidential at the DALP Board meeting should remain confidential.</p>	



DAT/64/1718	<p>Date and Time of Next Meetings- all after the DALP Board meetings Wednesday 12 December 2018 Wednesday 3 April 2019 Wednesday 10 July 2019</p> <p>The meeting closed at 6.40pm</p> <p>Signed.....(chair)</p> <p>Date.....</p>	
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Dear Alison

There are 2 asset registers which will form part of the final agreement.

Firstly, the original PFI equipment – which needs to stay.

Secondly, equipment bought by the academies – the division of this has been agreed by all parties.

All parties are aware the exit agreement will be invalid if the asset registers are not kept to.

Hope this helps.

Best wishes

David Cotton
Executive Principal & National Leader of Education

From: Alison Elway <aelway@dalp.org.uk>

Date: Friday, 13 July 2018 at 11:53

To: D Cotton <DCotton@dalp.org.uk>

Cc: Andrew Wilson <awilson@dalp.org.uk>, John Rolph <JRolph@dalpgov-ac.org.uk>

Subject: Retford Post 16

Morning Dave

At the DAT meeting on Wednesday (held after the DALP Board meeting) Trustees were made aware that Elizabethan Academy has started to remove furniture and assets from the RP16 Centre.

Concerns were raised as to how EA knows that this furniture belongs to them, and how DAT/ROA can be assured that the centre will not have been stripped of all assets prior to DAT signing the new agreement.

Trustees asked you to address this with the Principal.

Please will you update me once clarity has been received so that I can update the Board.

Regards

Alison Elway

Company Secretary and Head of Governance