

Diverse Academies Learning Partnership Board (DALP)
meeting held on
Wednesday 6 February 2019 at 5.00pm at Diverse Education Centre

A absence	=	Trustee name	initial	
		Mr J Rolph	JR	DAT Trustee and Chair of the Board
		Mrs M Blore	MB	DAT Trustee/Member
		Mr M Quigley	MQ	DAT Chair of Governors Trustee
		Mr S Jones (T)	SJ	DAT Trustee
		Mr I Storey	IS	DAT Trustee
		Mr P Mabbott	PM	DAT Trustee
		Miss C White	CW	DAT Trustee
A		Mrs K Mitford	KM	NCEAT Trustee and Chair of National C of E Academy
		Mrs L Allen	LA	National Church of England Academy Trustee
		vacancy		National Church of England Academy
A		Mr J Dickens	JD	CLAB representative

In attendance:

A absence	=	staff	Initial	
		Mrs A Elway	AKE	Company Secretary and Clerk
		Mr C Pickering	CBP	Chief Executive Officer
		Mr G Corban	GCO	Chief Operating Officer
		Mr S Jones	SJO	Senior Executive Principal and NCEAT Trustee
		Mr D Cotton	DC	Senior Executive Principal
		Mr N Holmes	NH	Senior Executive Principal
		Mrs C Thornton	CT	Senior Executive Principal

		ACTION BY WHO WHEN
DA/15/1819	Apologies for absence Apologies for absence were received and approved for Mrs Mitford due to holidays and Mr Dickens due to other commitments. Mr Rolph reminded those present that he is a member of this Board until the CLAB meeting has appointed a new chair.	
DA/16/1819	Declaration of interest and any changes to interests previously noted Mr Quigley declared an interest in any discussions about Walton Girls High School and Sixth Form and he is the chair of the joint governance board at Retford Post 16 Centre. Miss White advised that her company occasionally works with some of the academies within the Trust and currently has a 6-week trial programme running with Tuxford Academy. The basis of this contract has been reviewed and approved by F&R committee. She will ensure her interests are noted at each meeting. Mrs Blore advised that her son's partner works at Bracken Lane Primary Academy. The clerk confirmed that all declarations of interest are noted within the membership document on the Trust website.	



<p>DA/17/1819 Agenda item 3</p>	<p>Standing agenda items:</p> <p>1. Minutes of the last meeting dated 12 December 2018 The minutes of the last meeting, having previously been received were approved and signed by the chair.</p> <p>2. Matters arising <i>DA/12/1819 – CEO report Section F Related Party Transaction (RPT) report</i> Mr Corban advised that the list of RPTs is to be presented to F&R Committee on 18 March followed by submission to the ESFA. A review is being undertaken to look at ways to reduce the number of RPTs between DAT & NCEAT. All Trustees will receive a copy of the list at the next meeting. He advised he has offered to be part of a trial with the ESFA due to the uniqueness of the MAT having two Trusts</p> <p><i>DA/12 1819 – Point 2 Trustee and Governor Conference Planning</i> On the agenda for the Trustees Workshop on 13 February 2019</p> <p>3. Safeguarding & Link Trustee update Mr Cotton and Mr Holmes advised Trustees of up-to-date information in relation to cases that have arisen at Tuxford, Holgate and Queen Elizabeth’s Academies. They assured Trustees that the most appropriate routes were being followed and advise is being received from solicitors, barristers and external agencies.</p> <p>Ms White arrived 5.12pm</p> <p>Trustees enquired if these were financial and/or reputational risks and were advised that in all three cases there could be implications in both areas. Updates will be given at the next meeting.</p> <p>4. Health and Safety Executives advised there was nothing to report. Mr Quigley advised that the roof at Retford Oaks Academy still leaks despite numerous attempts to repair it. Mr Cotton was asked to take this forward.</p> <p>5. Risk Management No new risks to report other than those discussed above. The Audit & Risk Committee reviews Trust wide risks at each meeting.</p> <p>Agenda items 3.6 to 3.14 had previously been received in a supplemental report. Updates to this information were given.</p> <p>6. Any Freedom of Information Act (FOIA) or Subject Access Requests (SAR) received 3 FOIAs received No SARs</p> <p>7. GDPR 6 monthly audit reviews had taken place at Tuxford, Queen Elizabeth’s and Walton Academies.</p>	<p>Agenda 3/4/19</p> <p>Agenda 6/2/19</p> <p>DC follow up</p>
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	<p>14. Trustee Committee meetings</p> <p>Mr Rolph gave a verbal update from the Finance and Resources meeting on 6 February 2019. The Audit Partner is attending the next meeting to discuss the timetable and responsibilities for the 2018/19 Accounts.</p> <p>Mr Rolph further advised that since the meeting the caretakers house at Samuel Barlow Primary Academy (SBPA) has been put up for sale. As the academy site wraps around the property he had been in discussions regarding the viability of buying it out of £600k of Section 106 money allocated to SBPA. A business case is to be prepared.</p> <p>During discussion, Trustees established that if a decision is made to put an offer in it would be refurbished to relocate the kitchen and dining facilities into it which would create additional space in the school to enable PAN to be increased from 40 to 60. It also makes sense from a security and safeguarding point of view. Trustees approved putting an offer in, which is not legally binding of £135k. Updates will be monitored at F&R meetings.</p>	
<p>DA/18/1819</p>	<p>Additional Executive Items:</p> <p>1. CEO's Report</p> <p><i>Part A</i> – Mr Pickering's executive summary advised of the significant organisational realignment that is happening across the group to ensure the benefits of being in a MAT are maximised and leadership and management, governance and operational structures complement each other. Each group/level will have clear terms of reference and in conjunction the group's vision is being relooked at. The realignment will be discussed in more detail at the Trustees Workshop on 13 February.</p> <p>Mrs Blore asked what the outcome of the meeting with QE Trustees was and she was advised that since the academy joined the group, a positive relationship has been formed resulting in them agreeing to now give DAT a 30-year lease which their solicitors are in the process of drawing up. A list of building priorities which will have the greatest impact on outcomes for the students at the academy is being drawn up and a further meeting is to be arranged to discuss and agree this when the lease has been signed. Any financial transactional items will be advised to the ESFA for transparency.</p> <p>Mr Storey mentioned that he would like to visit academies with Mr Pickering suggesting that any visits should have a focus and should not be in a link Trustee capacity. It was agreed that this would be discussed in next week's Workshop.</p> <p><i>Part B – Education Executive Summary</i></p> <p>Mr Pickering advised that once a Standards and Outcomes Board Committee has been established, he would expect that the information in this part of the report to be monitored within it. Board meetings will then receive exception reporting issues from each meeting with this meeting concentrating on the vision and strategy.</p> <p>Trustees had previously received the dashboard with the educational reports showing the main challenges for the rest of the year. Evaluative</p>	<p>Agenda 13/2/19</p> <p>Agenda 13/2/19</p>



statements will be included in the next reports. **In response to a question** Mr Jones confirmed that maths is an ongoing challenge. He suggested that information may be more accurately tracked in this subject as the new grading system has been in place for longer compared to other subjects where there may be volatility. There were no further questions.

The FAR summary outcomes were noted. **Mr Mabbott asked** if the FAR process enables QA to be unbiased and if Trustees can be assured they are an accurate reflection of each academy. Mr Pickering and Mr Jones advised they were confident that a thorough process is undertaken after the lead reviewer has completed their report. They reminded Trustees that FARs are not designed to be the same as Ofsted visits but as a developmental tool. Mr Jones confirmed that the teams are set up according to their expertise and the need of the schools e.g. a senior leader from an outstanding academy will be the lead reviewer in a similarly placed academy as they know what good/outstanding practices look like. The coaching and development aspect of visits are valued by senior leaders conducting the reviews and staff at the academies. Whilst the FAR reports match the Ofsted gradings they are more in-depth which enables staff to look at multiple areas of work.

At the request of the Audit and Risk Committee, ICCA the Trust internal external Auditors had completed an audit of FARs. Mr Jones advised that he has seen the draft report which states there is a strong alignment between FARs/CSIs and planning and tracking which enable year-on-year impact to be evidenced. He was pleased to report that there had been no recommendations for improvement. The finalised report will be presented to Audit & Risk in March.

Mr Pickering advised that Walton Girls High School have been enrolled on the pilot of the new Ofsted Framework. **In response from a question from Trustees**, Mr Jones confirmed that governance is strong across the MAT and forms part of the L&M grade of the school. Governance in each LAB is good or better.

Part C – Mr Corban referred Trustees to the December Management Accounts showing that the year to date figures are ahead of budget and he is confident of achieving the year end forecast. This is in stark contrast to the first 4 months of 2016/17 where a £1m deficit was generated. Mr Corban had not received feedback from the ESFA following submission of the accounts. It is hoped that their detailed scrutiny will discontinue once accounts to the end of March are submitted.

Trustees questioned where savings have been made from and were assured that teaching and education support has seen an increase in funding with all other areas seeing a real term decrease. Risks and opportunities continue to be looked at but Mr Corban advised that outturn will be as predicted. **Trustees advised** that this message needs to be disseminated to LABs and **Mrs Blore asked** how this will be done.



	<p>Mr Corban advised that this will be via cluster finance managers, principals and executives in meetings.</p> <p>Mr Quigley left the meeting at 6.10pm</p> <p>Initial 2019/20 budgets will be given to academies by Easter following meetings to establish their curriculum requirements. Each SEL is responsible for the budgets in their portfolio areas to ensure there is a consistent allocation of funds across the group.</p> <p>The Cash Flow Forecast was tabled. Mr Rolph received Trustees approval that F&R will review budgets in detail with Trustees receiving I&E, CFF and Management Accounts for the group. The DfE has confirmed that £433k is to be received as the 'little extras' from the government which is to be treated as capital not revenue.</p> <p><i>Part D</i> - Referring to the reports in the CEO's report, Mr Corban paid particular attention to:</p> <ul style="list-style-type: none">- The Capital Plan update- The Modern Slavery Statement for both Trusts that there is a statutory requirement to publish by the end of February. Mrs Allen asked if a code of conduct is obtained from each supplier before staff procure their business. Mr Corban confirmed that if the YPO/DfE purchasing framework is not used then a code of conduct is obtained. In response to a question, Mr Corban confirmed that these frameworks are constantly checked for value for money and Lord Agnew has pledged that he will review them if better local deals are found. Exam and PFI costs are a couple of areas where the government is being asked to look at. The statement was approved and will be presented to both Trusts for ratification.- The Gender Pay Gap report has been updated for the second year and although actions are broadly the same it is too early to evidence impact. Mr Mabbott noted the broad statement was a statutory reporting requirement however, he had a number of questions about what the Trust was doing to address some issues particularly there being more females than males on low pay graded jobs; what is the strategy to enable more females onto a career pathway; how are fixed pay differentials reviewed and addressed; how will equal pay issues be dealt with. He suggested that a more in-depth analysis is needed if the Trust really wants to address the issues. Mr Corban confirmed that 84% of the lower quartile are females and due to the nature of lower paid roles this is hard to address. Mr Mabbott suggested that a report by grade would show a more positive picture. Trustees suggested that whilst it's a statutory report it needs looking at differently so that it isn't perfunctory. Mr Pickering advised Trustees that appointments are made according to ability to do the job, not by gender. Mr Corban advised that pay equality is a separate issue. He is working on ways to remove flexible working barriers and dispel myths that part-time working,	
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	<p>especially in teaching roles is not successful i.e. WGHS has the highest proportion of part-time workers and they have the highest progress scores across the group. He suggested that this will be looked at in the next P&P meeting.</p> <p>Mr Mabbott enquired if diversity and inclusion is included in the group ADP and if not, he suggests that now is a good time to add it in to see how it evolves. Mr Pickering advised he will check if it is.</p> <p>The Modern Slavery Act statement and the Gender Pay Gap report were both approved for ratification to each Trust Board and uploading to the website.</p>	<p>P&P 8/5/19</p> <p>CBP- ADP</p>
<p>DA/19/1819 Agenda item 4</p>	<p>1. Governance restructure Covered above</p> <p>2. Scheme of Delegation and Terms of Reference Covered above</p> <p>3. Modern Slavery Statement Covered above</p> <p>4. Gender Pay Gap Report Covered above</p>	
<p>DA/20/1819</p>	<p>Trustee items:</p> <p>1. To consider any incidents to report to Charities Commission</p> <p>Trustees considered this and agreed that there were no items to report.</p>	
<p>DA/21/1819</p>	<p>Determination of Confidentiality and Equalities Act consideration including Nolan Principles.</p> <p>Trustees 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</p> <p>That the safeguarding discussions within 3.3 should remain confidential. The Gender Pay Gap report considered equality issues. The Nolan Principles had been received by all and it was agreed that all discussions and decisions had been made in accordance with them.</p>	
<p>DA/22/1819</p>	<p>Date and time of 2018/19 meetings:</p> <p>5.00pm – 7.00pm at Diverse Education Centre</p> <p>Wednesday 3 April 2019 & DAT Meeting</p> <p>Wednesday 5 June 2019</p> <p>Wednesday 10 July 2019 & DAT meeting</p>	
	<p>The meeting closed at 6.30pm</p> <p>Signed.....Chair Date.....</p>	