

**The Harmony Trust**

**Board of Trustees**

**Meeting – 14 May 2018, 6.00pm – Approved Minutes**

	<p>Present:</p> <p>Paul Makin (Chair), Antony Hughes (CEO), Kit Thorne, Sajen Bakht, Ashley Forbes, Graham McGuffie, Norman Hole, Marian Simmons</p> <p>In attendance:</p> <p>Maggie Williams (Director of Infrastructure) Suzanne Thompson (Director of Finance) Tracey Mellor (Head of HR and IT) Wendy May (Head of Safeguarding and Data) Andrew Jones (Academise UK – Clerking Services)</p>	Actions
1	<p><u>Apologies for absence</u></p> <p>Apologies were received and accepted from Sara Bashir.</p>	
2	<p><u>Minutes and Matters arising from previous meeting</u></p> <p>The following corrections were required:</p> <p>Ashley Forbes’ name had been incorrectly listed as Ashley Gregory.</p> <p>Jess Hainsworth’s name had been omitted on page 3.</p> <p>The minutes of 12 March were accepted as a correct record.</p> <p><u>Matters arising</u></p> <p><u>Item 2 – The pitch at Greenhill</u></p> <p>This item will be updated under AOB.</p> <p><u>Item 7 – Oversight of SATs administration</u></p> <p>This had commenced today with one Trustee, Kit Thorne, independently monitoring the administration of SATs along with Trust staff.</p>	AJ

3	<p><u>CEO Report</u></p> <p>The CEO, Antony Hughes, had previously circulated his report to Trustees.</p> <p>Key points raised included:</p> <ul style="list-style-type: none"> <li>- The Trust continues to focus systematically on priorities contained within the strategic plan</li> <li>- Reading has been a particular focus. Assessment is likely to become a focus in the near future.</li> <li>- The Trend within Harmony Academies for the admission of increasing number of children with complex needs.</li> <li>- As a consequence of this point, whether the Trust should begin to explore developing designated specialist provision.</li> <li>- That attendance figure remain challenging despite investment and new approaches being utilised. The factors determining attendance varied from Academy to Academy</li> <li>- An update on standards in Derby Academies and joining schools including recent inspection outcomes</li> <li>- Governance arrangements within the Derby hub and the link between the hub Board and the Board of Trustees.</li> <li>- An update on the conversion process of the schools joining in Derby</li> <li>- The recent work on addressing financial challenges and the development of the Trust's infrastructure</li> <li>- A planned training day on 4<sup>th</sup> June stemming from the Trust's "Great Place 2 Work" strategy</li> </ul> <p>Key points and questions raised by Trustees included:</p> <ul style="list-style-type: none"> <li>- The impact of parental preference on some of the pressures that the Trust is dealing with</li> <li>- Whether support through the provision of transport (a school bus) might improve attendance</li> <li>- The link to the points raised and the local SEND review</li> <li>- The optimum operating size of the Trust</li> <li>- Any risks associated with Northmoor's estimated funding</li> <li>- Attendance by one Trustee, as an observer, at one of the Trust's financial round table meetings</li> </ul> <p>Trustees agreed to permit further exploration, by the Trust leadership, of developing designated specialists provision.</p> <p>It was agreed to schedule a discussion, to be scheduled within a Board Meeting, on the optimum operating size of the Trust.</p>	<p>AH</p> <p>AJ</p>
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4	<p><u>Correspondence</u></p> <p>A letter had been received from Kate Baddeley (Deputy Director to the Regional Schools Commissioner) following her visit to the Trust Board meeting on 12 March 2018. The letter was noted by Trustees.</p> <p>The FD had corresponded with the Board to determine new banking arrangements for the Derby hub. Trustees have agreed</p>	
5	<p><u>Confirm AGM date for Monday 26 November</u></p> <p>It was agreed to hold this year's AGM on 26 November 2018.</p>	AJ
6	<p><u>Any Other Business</u></p> <p>GDPR</p> <p>A data protection officer has been appointed from Illuminate Learning. As a consequence of the new GDPR regulations the data protection policy needed to be updated. A paper copy was circulated and will be followed by an electronic copy would be circulated in due course. Trustees were asked to provide comments and to signify approval by e mail by 23 May.</p> <p>Greenhill football pitch</p> <p>The CEO circulated a report from the Trust's Finance Manager containing a proposal for managing the use of the Greenhill Football pitch. This is a pilot scheme and will run from June to August 2018.</p> <p>Trustees agreed to implement the pilot proposal.</p> <p>Scheme of delegation and Trust representation</p> <p>The need has been identified to employ/commission some support for the Trust to be represented at independent admissions appeals panels. There is also a wider need to form panels to hear case relating to pupil or staff matters and, also parental complaints.</p> <p>The Trust leadership would bring forward proposals to amend the scheme of delegation accordingly.</p> <p>Trustees agreed to the proposal in principle. Amendments to the scheme of delegation to be circulated.</p> <p>There being no further business the meeting closed at 7.20 pm</p> <p>The next meeting will be on 2 July at 6.00 pm</p>	WM AJ ALL

