

The Harmony Trust

Board of Trustees

Meeting – 23 January 2017 – 6.00 pm

Approved minutes

	Item	Actions	
		Lead	When
	<p><u>Present:</u></p> <p>Paul Makin (Chair), Sajen Bakht, Sandy Dixie, Antony Hughes (CEO), Jayne Lawrence, Kevin McCormack, Mike Parker, Marian Simmons</p> <p><u>In attendance:</u></p> <p>Andrew Jones (Clerk/Secretariat), Tracey Mellor, Suzanne Thompson, Wendy May, Maggie Williams</p>		
1	<p><u>Apologies for absence</u></p> <p>Apologies were received from Steve Smith. The apologies were accepted.</p>		
2	<p><u>Minutes of the meeting on 21 November 2016</u></p> <ul style="list-style-type: none">- To confirm as an accurate record- Matters arising (not on today's agenda) <p>2.1 The minutes were confirmed as an accurate record.</p> <p>Matters arising/actions:</p> <p>2.2 All actions from the last minutes appear on today's agenda or are scheduled for future meetings.</p> <p>2.3 Imran Raj had stepped down as Trustee having considered the workload involved. He will still be very much involved through Parent Forum meetings. There is, therefore, a vacancy for a Parent Trustee which the Trust will pick up.</p>	AH	Feb 17

3

CEO's report

3.1 The CEO led the committee through his report highlighting key points. The CEO began by listing **key changes since the last meeting**.

3.2 The CEO reported that **two meetings had taken place in December and January with RSC offices** – one meeting for Lancashire and West Yorkshire and one meeting for the East Midlands and The Humber. The LWY meeting had focused partly on outcomes and improvements and the CEO had provided information to them. The second part of the meeting focused on growth and the RSC office was supportive. The EMTH meeting had focused on growth and the RSC was very supportive of the Trust's growth ambitions in this region. A Derby cluster was discussed, centred on Lawn Primary, an outstanding primary school. Lawn support another school in Special Measures that could, also join the Trust. A bid had been made to the DfE regional growth fund totalling £270k.

3.3 Sheffield and Bradford LAs had also initiated tentative discussions with the Trust about potential new academies.

3.4 Trustees asked whether there is a geographical footprint for growth that would be efficient. The CEO reported that this had been set at 2 hours travelling time back to Oldham.

3.5 Trustees also asked whether the Trust's growth ambitions included secondary schools. The CEO reported that one LA had confidentially asked this of the Trust and this was being explored.

3.6 The CEO outlined **statistics for vulnerable children** and explained how this was being used to provide co-ordinated support. Additional posts were also being considered to ensure that family needs are met. OMBC will be approached in order to ensure supervision of these posts.

3.7 The Director of Standards and Provision (DSP) spoke to the **pupil data** within the report. Predicted outcomes had increased since the last meeting. The report also set out the **raising attainment plan** (RAP) that had been developed by the Trust.

3.8 The CEO outlined the **priorities for the Trust for the term ahead**. This includes the development of a strategy for making the Trust **“a great place to work”**.

4	<p><u>Draft SEF</u></p> <p>4.1 The CEO led Trustees through the Draft Self-Evaluation Document (SEF) for the Trust. Once a shared evaluation is complete then the next step would be to review the Trust’s strategic plan. Trustees noted the clear layout of the data and graphs.</p> <p>4.2 The Chair suggested that the Trust develop an overview dashboard for the Trust setting out key information and progress towards KPIs: Pupil outcomes Staffing Safeguarding Pupil premium</p> <p>Action: An overview dashboard to be developed and tabled at the next meeting.</p> <p>Action: Trustees to provide any further feedback by e mail.</p>	AH WM All	Mar 17 Feb 17
5	<p><u>Use of working time</u></p> <p>This item was deemed <u>confidential</u>.</p> <p>The Adviser to the Trust, Andrew Jones, led the Trustees through the paper. A number of questions were raised about how these proposals might be implemented. The Board Agreed for all proposals to be developed further and for additional information and proposals to be circulated to Trustees. Trustees could then comment and feedback by e mail. A further substantive item would be tabled at the next Board meeting.</p> <p>Actions: AJ to circulate further information and proposals.</p> <p>Trustees to comment/respond by e mail.</p> <p>The Clerk to include on next agenda.</p>	AJ All AJ	Feb 17 Feb 17 Feb 17
6	<p><u>Members and Trustees training</u></p> <p>The Clerk reminded Trustees to nominate their availability for the February training on data dashboards as soon as possible.</p>		
7	<p><u>Policy approvals</u></p> <ul style="list-style-type: none"> - Safeguarding Policy - Health and Safety Policy 		

	Both policies were approved by the Board.		
8	<p><u>Any other business</u></p> <p>The Director of Business Management highlighted that a new admissions policy for Northmoor would be required by the end of March. This would be circulated to Trustees as soon as possible. Admissions policies for the other academies would not need to change.</p>	TM	Jan 17
9	<p><u>Date and time of next meetings:</u></p> <p>Monday 27th March 2017 – 6.00 pm Monday 15th May 2017 – 6.00 pm Monday 10th July 2017 – 6.00 pm</p>		