



The Harmony Trust

Board of Trustees Meeting Minutes

Monday 26th September 2016

Northmoor Academy

Attendees:	Paul Makin	Chair, Trustee
	Antony Hughes	Chief Executive
	Sandy Dixie	Director of Standards & Provision
	Riaz Ahmad	Member, Trustee
	Marian Simmons	Member, Trustee
	Kevin McCormick	Trustee
	Mike Parker	Trustee
	Sajen Bakht	Trustee
	Steve Smith	Trustee
	Jayne Lawrence	Trustee

Also in attendance:	Suzanne Thompson	Finance Director
	Tracey Mellor	Director of Business Management
	Maggie Williams	Strategic Advisor to the Board
	Kim Callaghan	Clerk

0. Opening

- 0.1 AH opened the meeting and welcomed all the attendees. A round of introductions was carried out. AH welcomed the new Trustees.

- 0.2 AH explained that as Chief Executive of The Harmony Trust as of the 5th September he would lead the meeting until the agenda item for electing a new chair of the Board.

1. Apologies

- 1.1 No apologies for absence received. SB & SS would be arriving late.

2. Declarations of Interest & Register of Business Interests

- 2.1 No declarations of interests were made.

- 2.2 All attendees completed the Register of Business & Personal forms.

3. Election of the Chair

3.2 AH nominated PM to become Chair. RA seconded the nomination. The Board agreed.

4. Minutes and Matters arising from previous Board of Directors meeting

4.1 The minutes were checked for accuracy no corrections required.

4.2 No matters arising from the minutes: all actions have been addressed

5. Items of correspondence

5.1 No items of correspondence for the Board.

6. Appointing the Accounting Officer

6.1 The Board appointed Antony Hughes, the CEO, as the new Accounting Officer.

7. CEO Report

SD presented the CEO report to the Board as it relates to the last term of the previous academic year.

KS2 & KS1 Data

7.1 A discussion took place about differences between KS2 teacher assessments and actual outcomes and how the Trust's assessment systems could be made more robust.

ACTION: Standards committee to provide verbal update to the Board concerning KS2 Teacher Assessments and outcomes.

KS1 Attainment

7.7 A discussion took place about the high level of children within the cohort who had been admitted through the Fair Access Protocol. This tended to make outcomes more adverse.

KS2 SATS Tests Predictions 2017

7.11 The CEO commented and highlighted that the following will be explored further:

7.11.1 Inter and wider Trust moderating.

7.11.2 Review the implications of the results and boost the support where required.

7.11.3 Review how the interpretations is carried out with the RSC i.e. the challenging changes of the children's culture.

7.11.4 Implementing Trust wide targets and having clear consistent targets across the Trust.

7.15 The Board requested that the Standards committee explore the data regarding mobility of children in the Trust and follow up with an action and feedback at the next Board meeting.

ACTION: Standards committee to provide data on mobility of children in the Trust.

Monitoring Teaching June 2016

7.16 A discussion took place about the staffing structure at the Alt Academy in relation to quality of teaching data provided.

CONFIDENTIAL ITEM (see confidential items at end of minutes)

Business

CIF process

7.22 The Board were informed that a CIF emergency bid will be submitted for the Greenhill pitch due to it being out of action since Easter.

Northmoor

7.23 The Board were informed that an official opening day for the Academy will take place on the morning of Friday 18th November 2016, further details to follow via email outside of the meeting.

AOB

7.27 The Chair will write a letter thanking staff for their efforts in ensuring that the Northmoor Academy opened on time.

8. Leadership and Governance Sept 2016 Paper D

8.1 The Board were informed that the Trust were in the process of recruiting additional school improvement capacity into the central trust team.

8.8 The Board formally approved the following points:

8.8.1 The Board notes the appointments made to the leadership team since the decisions taken at the last meeting, the additional information on finance and affordability, and the further plans to strengthen school improvement capacity in readiness for growth.

8.8.2 The Board approves the revised governance structure, including:

- a) the proposed committees supporting the Board's work
- b) their membership and
- c) the designation of some Trustees as Academy Champions

9. Audit Timetable

The Finance Director presented the Audit Timetable and PWC External Audit Plan 15-16 with the following additional comments and questions.

9.2 The Finance Director added that the External Auditors, PWC have been provided with a copy of the report provided by the Internal Audit Report carried out by OMBC and have reported no concerns with issues highlighted.

9.3 The Finance Director highlighted that there has been an increase in auditor fees from £10,400 for 2014-15 to £13,000 for 2015-16 and explained that PWC have advised that this is due to the expansion of the Trust. This contract is in place for this year only and the contract re-tendered for the next reporting period.

10. Policy Approval

10.3 The Board formally agreed the revised policies:

- Admission Appeal Process
- Improving Attendance
- Pay
- Performance Appraisal – all staff
- Whistleblowing
- Business Continuity
- Exclusions
- Safeguarding

11. AOB

Items for next Board agenda:

Trust Growth

Early Years Strategy

Child Protection & Safeguarding

Meeting close at 6.45pm.

The next meeting will be on Monday 21st November 2016.

Minutes approved by:

CONFIDENTIAL ITEM

7.18 The CEO explained to the Board that the following information has not been communicated to staff to date and is therefore a confidential item. The CEO informed the Board that the Alt Academy Principal and the Deputy Head had resigned and there would be further instability for the Academy. The CEO explained that agenda item 8, Leadership and Governance Sept 2016 Paper D, is to support the future plan for Alt.

7.19 The Chair asked that the Standards Committee take action to review strategies for improvement at Alt. SD confirmed that they would.

ACTION: Standards committee to review strategies for improvement at Alt.