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MINUTES OF OUTWOOD GRANGE ACADEMIES TRUST

**Minutes of Outwood Grange Academies Trust Board of Directors' Meeting held at Outwood
Grange Academy on 23 MAY 2016 at 1pm**

Present:

David Earnshaw	(DE)	Director (Chair)
Roland Harden	(RH)	Director
Andrew Kent	(AK)	Director
Sue Hague	(SH)	Director
Ralph Pickles	(RP)	Director
Sir Michael Wilkins	(SMW)	Director (Chief Executive)

In Attendance:

Katy Bradford	(KB)	Chief Operating Officer
Laurence Mosley	(LM)	Finance Director
Martyn Oliver	(MO)	Chief Executive Designate
Rob Tarn	(RT)	Regional Chief Executive
Lee Wilson	(LW)	Executive Principal, Primary
Lisa Lewis	(LL)	Director of Executive Services
Laura Calton	(LC)	Clerk

1. Notice/Quorum/Apologies

1.1 SMW updated the board on DE's recent invitation to join the DfE's Academies Board. The first meeting will take place on 17th June and will provide the opportunity to discuss national issues. The board congratulated DE.

1.2 Apologies received from Julie Slater.

RESOLVED (1)

That apologies for absence be noted.

2. Declarations of Interest

RESOLVED (2)

Declarations of interest were noted for DE re any item on the UTC and for SH, AK and RP for any item in their respective academies.

DE added his membership of the DfE Academies Board to his declaration.

3. Minutes of the Meeting held on 18 April 2016.

RP requested an amendment to item 8.2 to say the intention was to write to 150 employees in the Tees Valley and not limited to companies with more than 150 members of staff.

RESOLVED (3)

That the minutes be amended as above.

4. Matters Arising from the Minutes of the Extraordinary Meeting held on 8 March 2016

MO requested that under item 1.3, Leadership Commissioner be amended to Founding CEO as this is now SMW's agreed title in his new role from September 2016.

RESOLVED (4)

That the minutes be amended as above.

5. Matters Arising from the Minutes

- 5.1 KB informed the board that further to the new living wage, OGAT have been asked via the JCC to consider the real living wage; currently £12,500.

KB is working on terms of reference for the board and local academy councils which will be discussed further at the OGAT conference in July. KB will bring draft documentation to the June board meeting.

Humber UTC

DE updated on the current situation with the Humber UTC; OGAT are currently contracted to provide educational services for three years. DE expressed concerns for the future of the UTC as although performance is excellent, there are issues around the business side. DE expressed he is becoming increasingly conflicted and has therefore decided to resign from the UTC board at the next meeting on 24 May 2016 and will update Liz Redfearn, Leader of North Lincs council in advance.

MO said if the situation does not improve there will be a recommendation to the board to terminate the contract one year early, ending in August 2017. MO will attend the next meeting on 3 June 2016 and will make any recommendations after this.

RESOLVED (5)

That the Board await a recommendation on the UTC contract following the meeting on 3 June 2016.

6. Dashboards

An updated dashboard reflecting Praising Stars© 5 was circulated. This supersedes the dashboard in the board papers.

6.1 Secondary Student Outcomes

OGA indicating red for maths; this is due to it being below last year's result. OAB predicting 71.7% 5A*-C inc E+M; this is amber as results last year were 73% however RT stated he did not envisage the final result to be less than 75%

SMW said trust wide predictions were indicating a record summer.

OAB are working through English and maths and obtaining two science qualifications. They are struggling with the old measure against their record results in maths and English but will do well with the attainment 8 measure. RT confirmed he was now in a position to release a member of SLT from OAR to support.

Year 7 projections for OAAc are 270 and not 211. RT gave context to OAO; 20% of students are in care, 70% free school meals. Prior to conversion there were 25,000 b codes used and 150 partial timetables. 50% 5A*-C including English and maths this year would be a great achievement.

6.2. Primary Dashboard

Primary academies have now completed the SATs. Predictions remain 82% OPALL, 82% OPAK and 86% OPALG. OPAD predict 57% and OPALGr 53%; although these figures are below floor target, they are showing an improvement. LW stated both academies are still graded requires improvement however Ofsted have recognised the tangible difference since OGAT's involvement within the first fourteen days at the recent inspection at OPAD.

OPAD are ranked 124 out of 125 similar schools and OPALGr are ranked 80 out of 80 in Barnsley schools.

LW confirmed only one parent from OPAK participated in the parental boycott due to SATs pressure.

The board congratulated LW on his work in the primaries.

6.3 Secondary Academy Context

KB said staffing had not yet been updated and red indicated where a restructure was taking place. The CLFP is the current year and remaining appointments are being finalised; this will be clearer at 31st May which is the deadline for resignations.

KB discussed the staffing dashboard; if the position remains the same there are 43 vacancies across the trust. KB has been in conversation with TES regarding an annual subscription allowing unlimited, gold advertisements. Last year the trust spent £300k and this year to March has spent £250k. DE requested that KB renegotiate a lower price. SMW requested that guidance be given to business managers on advertising under the new contract.

DE queried four RIDDORs at OAS, KB to enquire further.

DE questioned about projected year 7 numbers and how close to capacity academies are; DE stated the board need to be aware of income growth and how the trust can be sustainable with government expenditure decreasing. AK commented that he was aware of another academy that was doing consultation on increasing numbers and queried whether OGAT were doing anything similar. MO advised a meeting was scheduled with Wakefield LA regarding pupil place need in the area. OGAT are also trying to obtain funding for expanding Ledger Lane primary school. DE raised concerns over children in OGAT primaries being unable to continue their education into an OGAT secondary academies when they are full.

DE requested that thanks be given to the ICT team for uploading documents to the cloud for the board and added that they are working on putting dashboards on the cloud. RP commented that he has had issues accessing this and requested this not to be the main method of communication.

RESOLVED (6)

That the Board support the executive in their attempt to negotiate an acceptable price.

RESOLVED (7)

That thanks be given to the ICT team for their work.

7. Finance

7.1 Finance Results to April 2016

LM commented the report was incorrectly dated 18 January 2016 and this was to be amended to 18 May 2016. Year to date surplus is £3.4m due to the £1.4m capacity grant being received the previous month. Budgets had been created based on full staffing in group however not all proposed posts have been taken forward resulting in a saving.

SMW queried what consultancy costs on page 20 was in reference to and asked LM to provide a breakdown at the next meeting.

DE thanked LM for his work on the budgets and commented positively on the way information is presented.

RESOLVED (8)

That the report be amended with the correct date.

RESOLVED (9)

The Board received and noted the budgets.

8. OGAT Group

8.1 Policy Updates

KB advised the board that the back-up and disaster recovery policy had been updated to reduce the length of time back-ups are stored on site from 365 to 180 due to high quantities of data being backed up. Off-site back up will continue to be stored for 365 days.

The Estates Policy had been deferred at the last meeting. Comments had been received and incorporated from RP. The policy incorporates a checklist for business managers to ensure statutory compliance with health and safety. AK commented that displaying certificates was not within the checklist.

KB informed the board that a trips and event policy has been created with input from an external qualified trips verifier who will verify academy trips through the Evolve system. This will include risk assessing high risk trips. The cost of the support is less than previous costs via the LA. KB informed the board that LC was also working on scripts to deal with media interest should an emergency situation occur; this will form part of the trust business continuity plan.

The staff expenses policy has been updated to reflect the cost of a meal in London.

SMW left the meeting.

8.2 Capital Projects

MO updated on the first task and finish group meeting. This was a positive meeting attended by AA. AA was the assistant director for the EFA specialising in capital expenditure in schools. AA has been engaged to work with OGAT for two days per week until Christmas.

KB added that work with academies to assess their capital requirements had taken place and will be prioritised on safeguarding, health and safety, teaching and learning, capacity and operational necessity. Over the next two weeks, Andrew will visit each academy to determine the priority list.

KB referred to the application for OAR's school condition allowance on page 40 of the board papers. This was done by Andrew Alsbury and a decision should be received in early June.

Discussion was had around funding capital projects in the future. It was suggested that the capital allocation of £1.5m be split with £1m allocated to ICT development across the trust and £500k allocated to other projects with the approval process delegated to the CEO with smaller projects determined by the regional CEO. KB would have control of the ICT funding through the ICT strategic group.

MO informed the board that SJ, Director of ICT was doing a good job across the trust and would like him to present to LACs at the conference, on the level of discounts being obtained in ICT across the trust.

KB informed the board of health and safety issues that had been highlighted through the due diligence at Danum Academy. These were in particular relation to fire safety and non-compliance with the equalities act. OGAT's health and safety partner has visited the site and found 19 major concerns. CfBT have been informed and they have produced an action plan for remedial works over half term. MO raised concerns over OGAT going into the school on 19th June if the issues have not been resolved. KB flagged to the board that the date for working with the school would be reassessed after half term and should OGAT still be unsatisfied that it would incur a delay.

RESOLVED (11)

The ceiling for ICT is £1m. To be monitored through the ICT strategic group and the executive board.

RESOLVED (12)

That £500k is to be allocated to smaller projects annually with the capacity to review each year.

RESOLVED (13)

That the board support the executive on a delay to working with Danum Academy, if advised following the health and safety inspection.

8.3 MAT Loans Applications

9. Local Academy Councils

SH raised that not all academies were submitting their minutes.

10. Items Not For Publication

RESOLVED (14)

Any items relating to individual staff would be considered confidential.

11. AOB

12. Date and Time of next meeting

RESOLVED (15)

That the next meeting of the Board be held on Monday 20 June 2016, 1pm, Outwood Grange Academy.

Signed

Dated
