



An Daras Multi Academy Trust

Central Office
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Chief Executive Officer – W Hermon
Academy Improvement Officer – N Swait

01/07/19

Minutes

An Daras MAT Board of Directors – Full Meeting Summer 2019 Monday 1st July 2019 at 9.30am at ADMAT Central Office

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

Prior to the full Board, the Directors held a meeting to discuss strategy and growth. Discussion and decisions can be seen at separate confidential minutes for this meeting.

1. Welcome and Apologies

Present: Graeme Barriball (Acting Chair), Bex Couch, Claire Paul, Tim Woodward, Peter Hague and Will Hermon

Apologies: Sally Cooksey, Emma Gilbert (CFO)

In attendance: Governance Officer and Jo Callow (Ex Officio)

Board were notified that Nicola Murphy had has to resign as of 28 June 19 due to personal reasons.

Brian Jennings has also had to resign as at 8th June 19 due to illness. The Board expressed their thanks and gratitude for Brian's commitment and input as Chair of the Board, and wished him well for the future.

2. Declarations of Interest/Pecuniary Interests Relevant to this Agenda

None declared relevant to this agenda. Directors completed annual declarations.

3. Confirm Minutes of Previous full Board Spring Meeting (25th March 2019) and Matters Arising

Map out safeguarding training requirements including updates for staff, to take account of requirements, good practice and cost (WH, JC & CP). *New online training has been invested in called SSS learning. It will cover safeguarding training for staff and governors, safer recruitment, prevent training and other courses such as food hygiene. It keeps a record of training that can be used a evidence for OFSTED, and enables staff to do the training whenever it fits in rather than having to take a day out of school in another location.*

The Board agreed the minutes as an accurate record of meeting and the Chair signed a copy.

4. Confidential Agenda Items

Some budget discussions are at confidential minutes.

5. **Strategy and Growth**

Strategy areas for development will focus on growth, economics, standards and capacity, and sponsorship status.

Action: Complete the new MAT Five Year Growth and Business Plan (WH)

6. **Approve Budgets**

Budget matters covered at confidential minutes. No further amendments to the forecast budgets already considered by FSD committee for WHA, SC, NP, W, SSCA.

Action: Present amended budgets for LT and CG to Directors prior to end of July (WH)

7. **Outcomes/Approval of An Daras Governance Review – Trust Board & Committees**

TM briefly discussed some key aspects of the review to confirm the Boards approval. They thanked TM for the detailed work and documents. Requirements of the new AFH (19) were briefly discussed, in particular the need to sit an audit committee 3 times a year. WH will consult with external auditors and TM will update all paperwork accordingly. This includes the Scheme of Delegation, which will be amended to show the requirements of AFH 19, GH and other direction. It should be noted, however, that the intent or delegations between central governance and local governance remains the same (as approved in 2018).

8. **Recommend External Auditor**

External Auditor appointment for Autumn 2019 is Bishop Fleming and was approved by Members at the AGM in 2018. Quotes are in hand for 2020 and will be presented to Members at AGM on 16 July 2019 or at the next general meeting in January 2020.

9. **CEO Report to the Board**

Most areas have been covered at committee meetings or earlier in the meeting. WH brought a couple of areas to the Board's attention:

- Legal advice regarding appointment of a DPO is that a service should be bought in as Operations Officer cannot do it in her current role and other staff don't have the capacity nor are willing to do it. Current quotes are quite high and varies depending on the providers. Directors were keen that the quality of the service is ascertained before choosing and **BC challenged that this is yet another service that the MAT needs to pay for that takes money away from the children.**
Action: Explore costs and options for DPO service further (WH)
- Environmental agency application for NP sewage will cost £4K. There is no choice in this but again Directors agreed this means is less money to spend on the children.
- Thank you letter from RSC to Head at SC following OFSTED report was noted and welcomed.
- A discussion on ICT providers is recorded at the confidential minutes.
- There are some compliance issues with thermostats and CO detectors across MAT; potentially requiring £20K worth of improvements.

10. **Items Brought Forward from LGAB Meetings**

CG staffing matter at confidential minutes.

11. **Items Brought Forward from Sub-Committees**

a. **Teaching, Learning and Achievement (TLA)**

MAT Vision & Ethos approved.

b. **Resources, Staffing and Safeguarding (RSS)**

None

c. **Finance and Strategic Development (FSD)**

Approve budgets – covered in item 6

d. **Audit (Au)**

Financial Scheme of Delegation approved.

12. **Any Other Business**

Diary date – Autumn term - Thursday 5th Dec 19 – WH and JC performance management with Liz Brand – Director involvement? GB agreed to do this again.

13. **DONM**

TLA Mon 16th Sep 19; RSS Mon 23rd Sep 19; FSD Mon 30th Sep 19; Audit Mon 25th Nov 19 (to be confirmed subject to auditors availability); full Board Weds 11th Dec 19 all at 9.30am at the central office.

TJH Martin

Governance Officer

Distribution List:

G. Barriball – Director (Acting Chair)	S. Cooksey – Director
C. Paul – Director	W. Hermon – CEO/Director
T. Woodward – Foundation Director	E. Gilbert – CFO
R. Couch – Foundation Director	J. Callow – Ex Officio Observer
P. Hague - Director	